

Monday, May 4, 2015

9:00 AM CONVENE

PRESENT William L. Randash, Chairman; Steve Baldwin and Deb Ranum, Members, Lani DeBuhr, Clerk

9:30AM- ROAD/SHOP UPDATES; Alba Higgins; Shop Foreman, Bobby Wiedmer; Road Foreman, Shannon Hewson; Brosz Engineering, Jon Brosz; Brosz Engineering

9:30am- Alba Higgins & Bobby Wiedmer joined the meeting.

SHOP UPDATES:

MAC 140- The camelback suspension is being worked on. The clutch will need to be replaced next.

MAC 139- The suspension will need to be worked on later this summer.

MAC 213- It is in Billings getting the electronic fuel injectors repaired.

550 Ford- It was taken back to Bowman to get the computer reprogrammed. The work is under warranty.

Landfill Scraper- Needs to be serviced, Alba will bring it in the shop later this week.

County Fleet Malibu- It was reported to be smelling "hot" like it was having electrical issues. Mitch brought it into shop and the smell was due to grease being left on the tire when it was repaired in Billings. He washed the grease out and it seems to be fine now.

Road Department Pickups- The new pickups will be here in June. Commissioner Randash said he was concerned about Shane Bakken with HKT not being notified of the bid for the pickups. Bobby & Alba said it was announced in the newspaper and posted on-line as all other bid announcements are to notify the public. Commissioner Randash suggested making a personal phone call to Shane about bid announcements regarding the purchase of vehicles in the future as he is our "local guy". Bobby asked if Shane could give government rates as Notbohm Motors is able to do and Commissioner Randash said yes he can. Bobby said he will make sure to call Shane in the future.

Pickup for Beautification Committee- Commissioner Baldwin asked if Alba could get the pickup for watering flowers around town set up to use as they will need it soon to begin watering. Alba said he could get the pickup from the fairgrounds and start going through it to get it ready. Commissioner Ranum asked if we could put a water tank on it so that it is completely ready to use. Alba does not have one on hand but will purchase one from Runnings and install it. Commissioner Randash asked if Clayton Hornung, Mayor of Baker, has been notified about the truck being given to them. Commissioner Baldwin said yes he told him that they were being given it for the purpose of the Beautification Committee using it.

ROAD UPDATES:

Fletcher Creek Bridge- Grass is coming up.

Pinnow Pit- All rocks and additional gravel have been removed and it is seeded.

Newman Pit- The crew should be finished pulling the last of the gravel today and Mark Sieler, Road Department Crewman, will get it reclaimed. There will be more prospecting in that area in the future.

Other County Pits- The Commission gave Bobby approval to buy gravel from other pits if he would like. Bobby said he is interested in the Johnson pit as it is good gravel and the Schwiegert pit has scoria he could use. The Beach Pit also has lots of gravel to use and he would like to continue using it.

9:45am- Alba Higgins left the meeting & Shannon Hewson joined the meeting.

Culvert Replacement through Town: Multiple culverts need to be replaced in addition to the 1st street culvert. Bobby Wiedmer said due to the amount of culverts it would be good to have it done in one big project rather than each culvert done individually. Shannon said this would help with the permitting process also as you would only need to get one permit rather than a permit for each culvert. Shannon said FEMA would have to be notified of the project as it is in the FEMA's mapped area and all changes have to be approved by them. He said the County could get approval from FEMA prior to filing for the DEQ permit if we send a conditional letter to them. Commissioner Baldwin suggested having FEMA come out and look at the condition of this area so they can see what we are dealing with. Bobby said the culverts would be replaced with pre-cast culverts and a box culvert on 1st Street. Commissioner Baldwin asked if there would be any fishery issues with this method. Shannon said he didn't think so as the Napa Retaining Wall project is similar to what this project would entail and did not have any problems with the fish issue per the letter sent to the Commission on 04/21/2015 from Mathew Rugg,

Region 7 Fisheries Biologist with Fish, Wildlife & Parks, stating it has “very minimal fisheries value “in the spillway. Shannon says he assumes this would be the case with these culverts as well. Shannon said the Army Corps of Engineers however will be looking closely at “filling” in the channel with concrete as it currently is in the floodplain. FEMA will be the big player in changing this to be a “non” flood plain area. Bobby said replacing the culverts would have to be done by a contractor and not the Road Department due to the size of the culverts. Commissioner Baldwin suggested getting some initial pricing to replace all the culverts so they have an idea of the expense involved. Shannon agreed and said the outlet at 6th Street would have to be addressed and looked at closely to avoid having backup water in the channel as we do now. The commission suggested having Brosz Engineering do the engineering and then determine if has to be done all at once or can be done in stages. Shannon said when this is done there may be the possibility to pull the flood plain areas into the channel so that when the channel is lowered it will direct all the water to flow out to the outlet. This would change the floodplain areas and FEMA would then have to change the maps. Commissioner Randash suggested using the pre-poured cement culverts we currently have on hand to use in the erodible areas and asked if rebar could be used in the culverts. Shannon said no, rebar can’t be used because when it gets exposed to oxygen it turns to rust which affects the ph levels of the water and can kill the fish. Commissioner Baldwin asked Shannon and Bobby to work on getting a number for this project and then to talk to Clayton Hornung, Mayor of Baker, about this as it would be wise to put the city’s channel liner in the same time the culverts are being replaced.

Mike Nelson’s Property- Shannon spoke to Mike Nelson about the plans for the North Baker Drainage affecting his property. Mike said he would rather see the ditch go back in where it is. Shannon said if the ditch stays where it has been it will continue to sluff in places and will get deeper which would make it difficult to maintain. Mike asked about getting paid for the easement, Shannon said he would need to talk to the Commission about that. The Commission isn’t sure what type of easement he has and if it is County practice to buy easements. The Commission will look into this further.

North Baker Drainage Ditch-Shannon gave the Commission the signed easement from Lee Moore dated 04/21/2015.

Westmore Bridge: Shannon said the only thing they are waiting before they can proceed any further is the Fish, Wildlife and Parks (FWP) approval. The FWP is pushing for vector velocity within the stream and he isn’t sure if that is what is causing the delay of their approval. Shannon said he offered his model to them to look at but they didn’t want it. Commissioner Randash asked if a deck of some sort could be used for the bridge crossing since the abutments are in. Shannon said the width of the structure may be too wide for this to be a good option. Shannon said he had planned on putting in three 15’ ft wide culverts that would be buried at a certain depth. If this was done the abutments would have to be removed. Commissioner Ranum asked if he could re-route the road and get rid of the bridge altogether. Shannon said no you couldn’t as the creek has to be crossed at some point. After the FWP approval is received then the DEQ turbidity permit application will be submitted and Shannon said the DEQ response time for these has been quick. Commissioner Randash said other counties are having issues getting permits in a timely manner also. He said Wibaux County has been waiting on a permit for over a year. The issue was brought up at the last Eastern MT Development Center Meeting and he is going to bring it up at the next Gas & Oil Organization meeting which encompasses 36 counties.

Kramlick Bridge: Army Corps of Engineers sent a letter and is requesting mitigation to be done on the Kramlick structure stating it is wetlands. Shannon said it is not a wetland but a grassed waterway. Shannon would like to take pictures of it to send to the Corps showing it is not a wetland. Commissioner Baldwin said yes he should do it right away. Commissioner Baldwin asked if mitigation was still required after the photos are sent would it have to be on-site or could it happen anywhere. Shannon said typically it is required to be on-site. Commisioner Randash asked Shannon to put together emails & notes showing the delays we have been having with our projects so he can take them to the Oil & Gas Meeting. Shannon said he will do that.

10:30am- Jon Brosz, Brosz Engineering joined the meeting.

Sparks Bridge: Jon gave the Commission a letter they received dated 04/14/15 from Army Corps of Engineers (Corps) in response to the additional information Brosz Engineering gave them regarding the Sparks Bridge. The letter is requesting details to be provided on how compensatory mitigation will be accomplished for this structure. Jon is not sure what is going on but thinks some of these delays and change requests may be due to a Corps staff change in our area. The new guy was hired in January and it seems the delays and change requests have been increasing since then. Commisioner Randash asked if there was any way to get around this or push for things to be expedited. Jon said the only way to deal with the Corps is at the State Legislative level in Washington DC since the Corps is a federal agency.

Shannon is waiting on the temporary easement and maintenance agreement from landowner. The temporary easement has been sent to the landowner and Darcy Wassman, County Attorney, is working on drafting the maintenance agreement.

Baker Lake: Commissioner Baldwin told Jon about the representatives with the EPA & Corps saying the mitigation for the Baker Lake can be done at the upper channel. Jon said that would be a good alternative because bank mitigation is having problems due to some people not putting in the proper construction when bank is mitigated and then it becomes lost over time. He said bank mitigations also have to have quarterly inspections after the mitigation is complete.

10:50am- Bobby Wiedmer left meeting.

Steffes Bridge: The Commission asked if Larry Steffes, landowner, was given the pictures of the low water crossing they had in mind for this bridge. Jon said he is very concerned about this type of crossing. The pictures he looked at was for a low water crossing that was placed on hard rock which doesn't shift overtime. The County does not have hard rock like the western side of the state does. The ground the crossing would be on here would be unstable, thereby allowing shifting to occur and eventually the ground wouldn't be able to support the structure which could lead to a dangerous situation. Commissioner Randash asked if anything can be done with this bridge without spending a million dollars on a box culvert for one owner, he said he doesn't think this would be a good use of tax payer money. Jon said the road could be closed as long as there is a road going south. If they decided to do this, the current crossing would be marked as closed and the structure would have to be removed. Commissioner Baldwin said he is uncertain whether the road can be closed. Jon said the crossing could be closed with the road still being accessed.

10:55am- Shannon Hewson & Jon Broz left meeting.

11AM- INTRODUCTION TOUR, Alex Sterhan, Eastern District Director for Congressman Ryan Zinke

Introduction: Alex came to introduce himself to the Commission. He is their conduit to Congressman, Ryan Zinke. He covers 20 counties and is wanting to get to know the different counties and what their needs are. He is hoping to be here every other month and establish traveling office hours where he would have a day, time and place designated for the public to come talk to him and see what he can do to help. He asked the Commission to let him know if there are any community events they feel he would be a good presence at. Commissioner Baldwin asked Alex to thank the Congressman for the help with the Powder River issue. Alex said Congressman Zinke cares about this area and is looking at different issues this side of the state deals with as all areas in MT are not the same. Commissioner Baldwin said the Army Corps of Engineers & the EPA mitigation and rules have limited the work that can be done on our Roads & Bridges. Alex said this is becoming a problem nationwide and are working on having any regulations the EPA is wanting to implement or change be approved by Congress due to the red-tape and bureaucracy involved when any changes are made.

11:15am- Alex Sterhan left the meeting.

11:30AM- PUBLIC COMMENT

11:30am- Scott Rabbit, Parks Director, joined the Public Comment meeting.

Bleachers: The people who organize the Bump n' Run would like to use the County's bleachers. The Commission gave Scott the approval to loan out the bleachers to them for that use.

11:45am- No one else appeared for public comment. The Commission went out to Mike Nelson's property to see the ditch with Shannon Hewson & Jon Brosz with Brosz Engineering.

12:00PM- RECESS

Commissioner Ranum made the motion to recess. **Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

Noon Recess

1:15 PM RECONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum,** Members, **Lani DeBuhr,** Clerk

1:15PM- CLOSED/PERSONNEL, Julie Straub; Human Resources Manager, Faron Henderson; Contracted Planner, Mary Grube; Planner Secretary, Randy Hoenke; Planning Board Chairman.

PLANNING DEPARTMENT WORKING RELATIONS: Julie Straub, Human Resource Manager, says there has been some strife within the Planning Department and Faron & Mary have had difficulty working together. Julie has met with Faron and Mary regarding these issues and is working on a solution and would like the Commission's input on this matter. Julie has been working with Mary on

writing her job description as Mary says she is confused on what she should be doing and the perception of her job duties. Julie & Mary recently did a job audit and Mary created a Procedures & Communication for the Planning Staff and a Flow Chart of how things used to work in the Planner's office. Mary gave the Commission and Faron Henderson, Contracted Planner, copies of these to review. Commissioner Ranum thanked Mary for creating these documents and said she did a good job.

Faron's contract with the County states he is responsible for Planning duties & Floodplain Administrative duties. Julie had Faron describe his job duties as the Contracted Planner. His duties are: planning, attending pre-application meetings, drafting preliminary plat submittals, reviewing preliminary plats for sufficiency, going to public hearings and planning board meetings for preliminary plat approvals, reviewing final apps when they come in and are complete and making recommendations.

Julie had Mary describe her job duties as the Planner Secretary. Her duties are: dealing with the public on planning issues & activities, being the "go-between" for Faron and the public, planning board, land use people & subdivides. These duties entail phone calls, emails, foot traffic and various administrative tasks. Mary said prior to Faron, when there was an "in house" Planner, her responsibilities were primarily secretarial but lately she is doing more "planning" duties and isn't sure if that is her responsibility. She feels this cross-over of duties and Faron's lack of communication to her is what is causing the most problems and strife. She said when she and Faron sit down to go through things he gets upset with her and makes her feel belittled. Commissioner Baldwin asked if there are Planner duties Mary could do such as the preliminary meetings. Mary & Faron said she couldn't do the preliminary meetings that it is a Planner responsibility. Mary says it isn't a matter of her having to do these things for Faron it's the lack of communication if these things are getting done by him that is the frustrating part for her. The Planning Department used to have a system they used, including using a Tracking Sheet for each project to track the progress and steps being made. The Tracking Sheet helps to track of the progress of each project and shows who is responsible for and working on various steps.

Mary says since Faron started working here he doesn't use the Tracking Sheets and doesn't communicate with her regularly so she often is "in the dark" on what has been done or hasn't been done on their projects. She said this is frustrating as she is the one the public gets upset with if things aren't being done or if they don't know what is being done. Mary would like to go back to using the Tracking Sheets and would like better communication from Faron. Mary said one of the biggest complaints she gets is that Faron doesn't return phone calls and since the tracking sheets aren't being used she doesn't know where he is in the process and can't answer those questions for him. Faron said there are a lot of things that weren't being done by the previous Planner and he has been working on getting these things done and that he has no problem using the Tracking Sheet. Commissioner Randash said it is important to use the tracking sheets as it seems a lack of communication between Mary & Faron is contributing to some of the steps not getting done which delays the process and doesn't serve the public well. Mary said this will also give them a way to be accountable to each other that things are getting done.

Mary & Faron reviewed together the Procedures & Communication process Mary created and both agreed it was the right process to follow. Commissioner Baldwin suggested making this "process" available to the public by putting it on our website so they understand the steps and process involved in the Planning Department. Mary said the primary way Faron communicates with her is via email and she doesn't receive timely responses. Mary said she would like Faron to send her a quick response when he receives her emails so that she knows her emails are received. Mary would also like Faron to update her regularly on things he is working on or completing. Faron said he could start doing this. Julie asked Faron if it would be ok if Mary emailed him to remind him of deadlines approaching and to ask for updates. Mary said that is a good idea as they try to have the staff report completed 21 days prior to the project deadline. The planning board put this deadline in place to ensure Mary has time to get everything done by project deadline. Commissioner Randash said once the Tracking Sheets are being used it would be good for Mary to be proactive and contact landowners when various steps are done on the sheet. Commissioner Baldwin agreed and said communication with landowners is very important with the time these projects require and the delays that can occur.

Randy Hoenke, Planning Board President, said at times Faron thinks Mary may be doing things that are his responsibility but that Mary is the "face" of the department so this can happen easily with her trying to get things done if she doesn't know what Faron is doing. Faron said he is concerned Mary may be overstepping her role as secretary at times but is flexible with how to do things as long as the work is getting done. He would like more detail from her on what she is spending her time working on. He thinks this will help with future training, establishing roles and working together better in the future. Julie she is having Mary formulate a list of the work she does and what she thinks is required of her as well. Julie also asked Randy to begin backing up his verbal directives to Mary with emails so she can explain what she is being asked to do and from whom.

Commissioner Baldwin said it is important they take this time to start building a good environment to work in. Julie agreed and said they both need to work together with respect, kindness & understanding. Although, they do things differently they need to respect this about one another so they can work well together. Julie wants to meet weekly with Faron and Mary to help them continue the process of working together and sharing ideas. It was decided they would meet Monday afternoons at 3pm and if Faron is traveling he can be conferenced into the meeting. Commissioner Ranum said meeting together would be time well spent as it will help them to continue to work things out.

2:25pm- Randy Hoenke, Mary Grube & Faron Henderson left the meeting.

MISCELLANEOUS HUMAN RESOURCE ITEMS:

Sanitarian: The Commission signed the Change of Rate of Pay Approval Form dated May 4, 2015 for Richard Menger completing his 6 month probationary employment period. His pay will go from \$29.20 to \$30.20 per hour. Julie met with Kim Cuppy, Health Nurse, in preparing her to do his 6 month evaluation as she is Rich's supervisor.

Fallon County Investment Board: Julie is continuing to research establishing a Fallon County Investment Board. She has been trying to contact Dan Clark with the Montana State University Local Government Center to hopefully get information from him as she has not been able to find a statute that would dictate if it can be established or not.

Golf Course: Commissioner Ranum asked Julie if she knew how Eric Kary did over the winter with completing the various projects they gave him permission to work on. Julie said she doesn't know but can ask Eric to schedule an appointment with the Commission to give his project updates.

Special Projects Position: Commissioner Ranum asked if DuWayne could do equipment maintenance for other departments in addition to his current duties. Julie said currently DuWayne's job description states he can work "up to 30" hours per week and with his current duties he is averaging close to that. Due to the changes that are coming up with the Patient Protection & Affordable Care Act (PPACA) Julie would like to have DuWayne work a set 30 hours per week rather than have variable hours. This would be done so he is eligible for full-time health insurance benefits without having to track and possibly adjust his rates every year. If this happens Julie said there may be the possibility of him having time to do other maintenance duties.

County Vehicles: Commissioner Ranum told Julie not all employees are cleaning or fueling up county vehicles after using them and would like to know what to do to correct this problem. Julie said she is aware of this and is working on creating a Policy & Procedure to help with this problem.

Seasonal Recruitments: Fair Board & Weed Board are interviewing applicants this evening. Eric Kary, Golf Course Director, will be doing his interviews later this week.

Current Recruitments: The Road Operator position will close on Friday the 8th and currently 5 people have applied. Julie will begin setting up interviews later this week.

FMLA: Tim Grube has not returned to work and is about to exhaust his FMLA and donated sick leave. Julie is concerned he may be taking advantage of the County in this situation.

Dispatch/Detention Officer Status: Julie is meeting with Darcy Wassman, County Attorney, Wednesday morning to discuss the Detention Officer contract. Julie has not been able to find a copy of the contract and is having Brenda Hoeger look for her copy. Julie is hoping this contract, when found, will spell out clearly what the county agreed to offer the dispatchers once they left the union and if they are bound by that even if their job duties & status change.

Payroll: Commissioner Ranum asked if the percentage taken out of the Commissioners pay that goes towards PERS is higher than other employees. She says she remembers something being said in the past to suggest that it was. Julie said no it isn't, the percentage withheld from their pay is dependent on how they filled their W2 form out upon hire.

Ambulance Board: Dale Butori, Ambulance Driver, has just been appointed to serve on the Ambulance Board. Julie is concerned there may be a conflict of interest with him being a Driver for the Ambulance and a Board Member. The reason for this she says is his role as a Board Member puts him in an authoritative position over Lisa Mitchell, Ambulance Director, but when he drives the Ambulance or serves in an "on call" capacity he is then under Lisa's authority. Julie asked if the Commission was aware of any statute dictating or guiding these circumstances. The Commission is not aware of any statute. Commissioner Ranum asked if Dale is an "on call" First Responder in addition to being a Driver. She is concerned if he is not a certified Responder he shouldn't be in "on call" status. Julie doesn't know his EMT status but will find out. Julie also said when Dale drives for the Ambulance this may constitute joint employment with the County and have to be paid at time and half.

3:00pm- Julie Straub left the meeting.

3PM- SANITARIAN UPDATES, Rich Menger, Sanitarian

Bruce House: Rich received a complaint today about Stanley Bruce’s house on 29 West Sewall Ave. being uninhabitable. Because of this Rich contacted the realtor of the home, Judy Brown, in order to gain access to do an inspection. Rich inspected the home and then drafted a letter to Judy Brown on his findings and suggestions. Rich doesn’t want to overstep his bounds and voiced concern to Kim Cuppy, Health Nurse and his supervisor, about this. He has a contract with Darryl Espeland, Fallon County Health Officer, regarding conducting this type of work and will always confer with him before doing anything permanent. Rich’s findings state the dwelling is “suitable for human habitation” and he gave a copy of the letter stating this to the Commission for their records.

Hartse Residence: Commissioner Baldwin thanked Rich for the work he has done on cleaning up the Hartse place. Rich said there is still more debris to remove on the west side. Lucas Holistine leases the west side and Rich is working with him to get the debris removed.

Baker Lake Mitigation: Rich would like to write up a plan for mitigating the properties above and below the shore line. Rich thinks if a quality job is proposed to the EPA for mitigation we may be able to get a 1:1 ratio. Rich said his plan would be of high quality and he will push for the lower ratio to be approved. A part of his plan would include improving the fisheries as well. He has talked in length to the Montana Fish, Wildlife & Game about improving the fisheries but they won’t stock the lake until the winter kill isn’t a factor. He suggested using oxygenation equipment in the lake during the winter months so that fish could survive the winter. The equipment would need to be fenced off due to it softening the ice where it is located at. Commissioner Baldwin asked Rich to talk to Dale Butori, Weed Supervisor, about him spraying bugs around the lake. Commissioner Ranum asked if the lake could be cleaned out without draining it. Rich said no it couldn’t but it would only take 4-5 days to drain it and then you could immediately get equipment in there to dredge it.

Drain fields: Rich is continuing to work with landowners on their drain fields. Drain fields are not a permanent solution for landowners so this will always be a part of his job.

3:30PM- MARCH ACCOUNT PAYABLES

The Commission reviewed and approved the March End of Month Claims in the amount of \$3,018,144.67 and they are as follows:

Fallon County				
April 30, 2015				
END OF MONTH CHECK REGISTER				
Date	WRT #	Payee	Amount	Description
4/30/15	53713	ALBA HIGGINS	\$75.02	ROAD - PICKED UP CULVERTS IN BILLINGS REIM
4/30/15	53714	AMERIPRIDE	\$55.89	FAIR - MOP HANDLE, MOP, TOWELS, MATS
4/30/15	53715	APPLE TIME, INC.	\$469.19	SHRFF - CHILD ID KIT (250) , CRIME TATTOOS (200)
4/30/15	53716	B & B SEPTIC SERVICES INC.	\$885.00	VARIOUS DEPTS - RENTED TOILET SERVICES
4/30/15	53717	BAKER AIR SERVICE INC	\$20,412.00	PARKS/AIRPRT - PHOTOS, FUELMASER, TRAVEL
4/30/15	53718	BAKER FURNITURE CO. INC.	\$3,657.25	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53719	BAKER HIGH SCHOOL	\$1,999.86	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53720	BANK OF BAKER	\$7,623.00	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53721	BARB KETTERLING	\$664.09	TRES - TREASURER CERT SCHOOL LEWISTOWN REIM
4/30/15	53722	BARNES & NOBLE INC	\$585.38	LIBRY - BOOKS
4/30/15	53723	BARRY DAMSCHEN CONSULTING, LLC	\$1,300.00	SLD-WSTE - CONSULTING SERVICES 01/15 - 03/15
4/30/15	53724	BISMARCK TRIBUNE	\$199.00	MUSEUM - DICKINSON PENNSAVER, REC GUIDE
4/30/15	53725	BOBBY WIEDMER	\$434.83	ROAD - TRAVEL FUEL, MEAL LODGING, REIM
4/30/15	53726	BOSS INC	\$4,521.08	VARIOUS DEPTS - VARIOUS SUPPLIES
4/30/15	53727	BOWMAN SALES AND SERVICE, INC.	\$247.38	WEED - WHEEL SPEED SENSOR REPL, CORRELATION
4/30/15	53728	BROSZ ENGINEERING INC.	\$15,722.50	VARIOUS DEPTS - PROFESSIONAL SERVICES
4/30/15	53729	BRUCO INC.	\$437.83	BLDG MAIN/H NRSE - TISSUE, LINERS, CLEANING
4/30/15	53730	BUSINESS & LEGAL REPORTS, INC.	\$1,949.95	E SFTY - BOOKLETS
4/30/15	53731	BUSINESS TAX SECTION	\$138.10	VARIOUS DEPTS - 1% FOR SERVICES
4/30/15	53732	CENGAGE LEARNING	\$189.82	LIBRY - BOOKS
4/30/15	53733	CENTURYLINK	\$1,105.11	911 - EMERGENCY BUNDLE SERVICES
4/30/15	53734	CHARLES D LEE	\$1,656.73	DES - SUPPLIES FOR "THE GATHERING", TRAVEL REIM
4/30/15	53735	CITY OF BAKER WATER DEPT.	\$1,876.25	VARIOUS DEPTS - UTILITIES
4/30/15	53736	DARCY L. WASSMANN, ATTORNEY AT LAW	\$7,365.58	CO ATTY - ATTORNEY EXPENSES PER CONTRACT
4/30/15	53737	DARRYL ESPELAND DO	\$200.00	HEALTH OFFICER - HEALTH OFFICER FEES
4/30/15	53738	DIAMOND J CONSTRUCTION	\$8,011.82	HOSP/RE-CMPLX - FMC STORM WATER RETAIN PROJ
4/30/15	53739	DICK ANDERSON CONSTRUCTION, INC.	\$5,659.58	CAP PROJ - DISPATCH SHERIFF ADDITION
4/30/15	53740	DIRECT ELECTRIC INC	\$51,002.22	VARIOUS DEPTS - ELECTRICIAN SUPPLIES & SERVICES

4/30/15	53741	ELIN WESTOVER	\$78.66	CO AGENT - SE MT EXT AGENT RETREAT TO BIDDLE
4/30/15	53742	EMPLOYEE BENEFIT MANAGE.	\$150,640.40	SLF HLTH - APRIL INSURANCE PREMIUMS
4/30/15	53743	EQUITY COOPERATIVE ASSN.	\$12,600.50	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53744	FALLON CO SHERIFF S DEPT	\$4,136.85	SHRFF - UNIFORMS, GLOVES, LOVESEAT & CHAIRS
4/30/15	53745	FALLON COUNTY	\$1,790.98	VARIOUS DEPTS - FUEL
4/30/15	53746	FALLON COUNTY TIMES	\$3,910.45	VARIOUS DEPTS - NEWSPAPER ADS, LETTERHEAD
4/30/15	53747	FALLON MEDICAL COMPLEX	\$5,412.20	VARIOUS DEPTS - VARIOUS SUPPLIES & SERVICES
4/30/15	53748	FCCOA FUNDRAISING ACCOUNT	\$61.20	SR CIT - APRIL NEWSLETTER POSTAGE
4/30/15	53749	FLAGSUSA INC.	\$129.00	BLDG MAIN - 5X8 POLYESTER US FLAG
4/30/15	53750	FOUR QUARTERS, LLC	\$34.00	LIBRY - 2 YEAR SUBSC. MT QUARTERLY
4/30/15	53751	G & G GARBAGE, INC.	\$4,056.00	VARIOUS DEPTS - DUMPSTER SERVICES
4/30/15	53752	GAMUT CONSTRUCTION	\$11,176.00	GOLF/SCTS BLDG - CONSTRUCTION SERVICES
4/30/15	53753	GLAXOSMITHKLINE PHARM.	\$951.00	H NRSE - KINRIX 1 DS VAC
4/30/15	53754	GLENDIVE RANGER REVIEW	\$72.00	LIBRY - NEWSPAPER SUBSCRIPTION RENEWAL 1 YR
4/30/15	53755	GRIFFITH RENTAL	\$225.00	PARKS - BOBCAT T550 RENTAL
4/30/15	53756	GRIFFITH STEEL	\$48,900.00	FAIR - MATERICAL & LABOR INSULATING WALLS
4/30/15	53757	HOLMLUND MOBILE LOCK & KE	\$169.50	AIRPORT - LATCHBOLT, LOCK WORK
4/30/15	53758	INNOVATIVE BASEMENT SYSTEMS	\$3,000.00	SCTS BLDG - BASEMENT PROJECT
4/30/15	53759	JEAN TRONSTAD	\$165.00	FAIR - CHAIR COVER REPAIRS
4/30/15	53760	JOE JANZ	\$45.00	OUT BLDG MAIN - JOHN DEERE FRONT DRAFT ARM
4/30/15	53761	JULIE POST	\$60.00	TRES - TRAVELED REIM
4/30/15	53762	JULIE STRAUB	\$165.00	E SFTY - 1 YEAR SUBSCRIPTION TO GSA FOR 3 USES
4/30/15	53763	KADRMAS LEE & JACKSON INC.	\$93.16	911 - GIS DATA MAINTENANCE
4/30/15	53764	KENNETH GRIFFITH	\$2,586.08	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53765	LTAP	\$140.00	ROAD - 35TH MACRS CONFERENCE GREAT FALLS, MT
4/30/15	53766	LYNDA HERBST	\$1,000.00	H NRSE - CLEANING SERVICES FOR APRIL
4/30/15	53767	M.S.U. EXTENSION SERVICE	\$1,690.00	CO AGENT - SALARY FOR E. WESTOVER FOR APRIL
4/30/15	53768	MALCOM JOHNSON	\$2,728.75	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53769	MARJ PETERSON	\$107.00	SHRFF - ZIPPERS AND PATCHES
4/30/15	53770	MECHANICAL TECHNOLOGY INC.	\$4,110.38	VARIOUS DEPTS - QUARTERLY MAINT, GLYCOL
4/30/15	53771	MIDLAND IMPLEMENT COMPANY	\$27,102.12	GOLF/PARKS - VARIOUS SUPPLIES
4/30/15	53772	MISSOULIAN/RAVALLI REPUBLIC	\$92.00	MUSEUM - MONTANA CULTURAL TRES. 2015 CT
4/30/15	53773	MITCH OVERN	\$20.00	ROAD - FUEL REIM TRIP TO BILLINGS
4/30/15	53774	MONICA STARK	\$1,872.25	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53775	MONTANA DAKOTA UTILITIES	\$10,285.34	VARIOUS DEPTS - UTILITIES
4/30/15	53776	MONTANA WEED CONTROL ASSOC	\$30.00	WEED - MWCA STATEWIDE DIRECTORY
4/30/15	53777	MSU EXTENSION PUBLICATIONS	\$77.20	CO AGENTS - BOOKS, MUG, FLASHLIGHT
4/30/15	53778	MSU FALLON/CARTER EXTENSION FUND	\$168.40	CO AGENT - FLS BANNERS, TABLE COVER
4/30/15	53779	MT DEPT OF ENVIR QUALITY	\$500.00	BRIDGE - KRAMLICK, SANDSTONE CREEK 318 APPLIC
4/30/15	53780	NEWMAN TRAFFIC SIGNS	\$151.01	ROAD - "Y" SYM SIGNS (4)
4/30/15	53781	NORTHSIDE TRUCK & AUTO CENTER	\$1,372.10	WEED/ER & AMB - BATTERIES, ALTERNATORS
4/30/15	53782	PASTPERFECT SOFTWARE	\$432.00	MUSEUM - ANNUAL SUPPORT RENEWAL
4/30/15	53783	PETTY CASH	\$2,068.58	VARIOUS DEPTS - MAILING, POSTAGE, TRAVEL REIM
4/30/15	53784	PRECISION PARTS & SUPPLY INC.	\$1,986.17	VARIOUS DEPTS - VARIOUS SUPPLIES
4/30/15	53785	PRESTIGE FLAG	\$512.62	CO AGENT - EMBROIDERED LOGO FLAGS
4/30/15	53786	PRIMO CLEANING SERVICES LLC	\$2,800.00	RET-CMPLX - CLEANING SERVICES
4/30/15	53787	PROFESSIONAL COMPUTER SERVICES, LLP	\$329.61	911 - ASUS EXTERNAL DVD WRITERS FOR DISPATCH
4/30/15	53788	QUAD-K SUPPLY	\$352.00	BLDG MAIN - T/P, PAPER ROLL TOWEL, VINYL GLOVE
4/30/15	53789	REYNOLDS SUPERMARKET	\$1,707.70	VARIOUS DEPTS - VARIOUS SUPPLIES
4/30/15	53790	RICHARD GRIFFITH	\$2,107.25	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53791	RIVERSIDE MARINE & CYCLE	\$302.74	WEED - BRAKE PRESSURE SWITCH, SEAL & RAMPS
4/30/15	53792	ROBERTA ALLERDINGS	\$52.92	SR CIT - APRIL CLIENT TRAVEL
4/30/15	53793	ROGER MEGGERS	\$320.00	BLDG MAIN/ARPRT - MALIBU TOWING/TRAVEL REIM
4/30/15	53794	ROLLING RUBBER, LLC.	\$34.54	WEED/ROAD - FLAT REPAIR, VALVE STEM LG BORE
4/30/15	53795	SANDRA KINSEY	\$172.50	STUDY COMM - JAN - APRIL STUDY COMM MILEAGE
4/30/15	53796	SANDY PICKETT	\$129.39	SR CIT - APRIL CLIENT TRAVEL
4/30/15	53797	SANOPI PASTEUR, INC.	\$470.88	H NRSE - TENIVAC 5LF VAC
4/30/15	53798	SEW WHAT CUSTOM EMBROIDERY	\$2,882.84	VARIOUS DEPTS - VARIOUS SUPPLIES
4/30/15	53799	SOUTHWEST BUSINESS MACHINES	\$3,441.11	VARIOUS DEPTS - VARIOUS SUPPLIES
4/30/15	53800	STACEY MOORE	\$711.78	LIBRY - TRAVEL REIM/ MLA IN BOZEMAN
4/30/15	53801	STAR PRINTING & OFFICE SUPPLY	\$1,036.46	VARIOUS DEPTS - COPY COUNTS
4/30/15	53802	TAB ELECTRONICS INC	\$546.00	FIRE CHF - EXTRA BATTERY, SAFE PAGER
4/30/15	53803	THE CHEMNET CONSORTIUM INC.	\$70.00	E SFTY - LAB & MRO SERVICES (J.M., B.W)

4/30/15	53804	THE PENWORTHY COMPANY	\$2,349.33	LIBRY - VARIOUS BOOKS
4/30/15	53805	THEE GARAGE	\$1,270.00	DES - "THE GATHERING" DISASTER MEETING MEALS
4/30/15	53806	THOMAS BARTH	\$800.74	SLD-WSTE - HALF OF DEMO FEE
4/30/15	53807	TIRE-RAMA	\$959.54	ROAD/SLD WSTE -TIRES
4/30/15	53808	TOWN OF PLEVNA	\$2,500,000.00	TWN-PLVNA - WATER PROJECT
4/30/15	53809	TRACTOR AND EQUIPMENT CO	\$4,024.23	ROAD/SLD WSTE - VALVES, BREATHERS, FILTERS
4/30/15	53810	TRADER'S DISPATCH, INC.	\$88.00	CO AGENT - SAVE-THE-DATE WORKSHOP ADS
4/30/15	53811	TRI STATE TRUCK &	\$901.58	ROAD - CAP, SCREWS, VALVES, CAPS, SEAL
4/30/15	53812	TROTTER AND ASSOCIATES, INC	\$5,791.00	PLAN/SURV - COMPREHENSIVE PLANNING
4/30/15	53813	TRUENORTH STEEL	\$10,552.31	ROAD - CULVERTS
4/30/15	53814	UNIVISION	\$185.25	SHRFF - VELOCITY REMOTE MANAGEMENT SVS
4/30/15	53815	UPLAND HMR LLC	\$3,675.00	FAIR - STORAGE BUILDING SHOP ROOM
4/30/15	53816	UPSTART	\$22.00	LIBRY - T-SHIRTS
4/30/15	53817	VERIZON WIRELESS	\$182.75	SHREFF/CO AGENT - INTERNET & CELL SVC
4/30/15	53818	WILLIAMS CIVIL DIVISION	\$24,000.00	BAKER LAKE - BAKER DAM OUTLET SEALS
4/30/15	53819	ZINVEST LLC	\$526.86	REDEMP ACCTS PAYABLE - REIMB FOR REAL ESTATES
		TOTAL	\$3,018,144.67	

5:00PM RECESS

Commissioner Baldwin made the motion to recess. **Commissioner Ranum** seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

Tuesday, May 5, 2015

9:00 AM CONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum**, Members, **Lani DeBuhr**, Clerk

9AM- REVIEW CITY OF BAKER'S REQUEST FOR SEWER CONSTRUCTION FUNDS

The Commission received a letter dated April 29, 2015 from the City of Baker requesting advance funds of \$509,000 from the Schell Addition SID 34 & SID 35 for sewer & water construction. The Commission would like to get more information from the City of Baker in regards to this request. Commissioner Baldwin will contact Kevin Dukart, City of Baker Clerk/Treasurer, to get more information.

9:10AM- MISCELLANEOUS BUSINESS

Road Department Millings: Commissioner Randash said he spoke with Shane Mintz, Montana Department of Transportation (DOT) District Manager, about getting millings from Glendive's supply. Shane said the County could have millings from Glendive but would need to pick up and haul them back to Baker. Commissioner Randash is having Bobby determine the quantity of millings he needs.

9:30AM- LUTHERAN STAND, Darrel Aaby; Montana Building Inspector, **Fred Houzvicka**, Lutheran Church Board Chairman, **Brittany Lyson**, Lutheran Church Board Secretary, **John Geving**, Member of the Public, **Phillip Huft;** Lutheran Church Board Member

Lutheran Stand at Fairgrounds: Darell Aaby said according to MT State Code a bathroom will need to be installed in the new Lutheran Stand as it is a "public building". It will need a sink, toilet, urinal and be handicap accessible. He also suggested installing a heating & cooling system to get positive air pressure in the building to compensate for the hot air that is created while grilling & frying. An economical solution would be to install a swamp cooler. Commissioner Baldwin asked if the range hood over the grill would serve the purpose of cooling the building down rather than installing a swamp cooler. Darrel said it would depend on the hood you use. A full cycle hood circulates the air from the outside where a short cycle hood does not. A drawback to the full cycle hood is the air it circulates comes from the outside, which in the summer months tends to be hot, thereby bringing heat into the building during the summer months. They are also more expensive and generally require more maintenance than a short cycle hood. He recommends using a short cycle hood in addition to a swamp cooler and insulating building to help keep it cool.

The Commission asked Darrel if it could be built without an architect design. Darrel said by statute if the building is over \$80,000 it requires a professional to design it.

Darrel suggested the Commission building one large food booth to hold both food stands. If a large

building were built it would have a wall in the middle to keep the food booths separate and the booths would share the range hood & bathroom. The hood would be installed as an island hood making it possible for both sides to use it. The hood would also be installed on top and separated by stainless steel walls. By MT State Code hoods need to be serviced twice a year so having one hood instead of two would save the County money also. The taco stand booth is currently out of compliance due to it not having a hood for ventilation nor a bathroom. Combining this booth with the Lutheran booth would put it into compliance and make it a better working environment for the volunteers working in that stand. It would also relieve the County of the liability of having people working in one of their buildings that is not in compliance with code. Fred asked if they would still be able to have a walk-in cooler and Darrel said yes, both sides could have walk-in coolers.

The Lutheran Board Members voiced concern on this plan. Fred said the work stations would have to be redesigned. Commissioner Randash said Richard Griffith could redesign the building according to their needs. Phillip said they have put a lot of thought into the design so far, wanting to make sure the design can help them continue to offer the same food with less volunteers. John Geving said it would be harder to make it work, asked if the Taco Stand could be “grandfathered” in allowing it to continue to operate without compliance to MT State Code since it has been used in that condition for so long. Lani DeBuhr, Fair Board Member, said even if it could be “grandfathered” in she recommends doing what we can to improve the conditions of the Taco Stand booth and combining the booths may be a good option. John said he is also concerned about what would happen if no one agreed to operate the other food stand since it has changed hands often in the last several years. Lani DeBuhr, Fair Board Member, said the Fair Board would push for a commitment from whatever entity would like to use the other side to avoid the constant changing of hands with the Taco Stand booth. Darrell suggested the Lutheran Stand could operate both sides if they wanted or needed to or the vacant side could be closed for that year. John Geving & Brittany Lyson said they would be concerned on how the Lutheran volunteers could work both sides with them being separate, would be difficult logistically. Darrel said if the Lutheran’s took over both sides of building they could take the wall down to help with this problem. Brittany Lyson asked about the power transformer that is between the buildings and the underground plumbing if the buildings were to be moved and combined. Darrel said if the power, gas and water main isn’t the primary source you can build on top of them. John told Darrel the flow of traffic around and between the buildings would need to be considered. He also suggested maybe installing awnings around the buildings to ensure there is shaded areas for the patrons. Darrel said awnings could be installed and that having a common eating area for patrons of both booths would be wise. Commissioner Randash said consideration would have to be given for the placement of the new building as to not interfere with the midway and the flow of traffic coming from it. John asked if all the space in the mid-way is being utilized now that the carnival is a lot smaller than it used to be. He is wondering if it would be possible to use some of the midway area if we construct a large booth. Fred said the idea of combining the booths makes sense but it would require them to start from scratch. He would like the opportunity to talk to the members and get their opinion about this proposition. Commissioner Baldwin said he thinks that is a good idea and the next step is for them to talk to the congregation.

10:10am- Fred Houzvicka, Brittany Lyson, John Geving & Phillip Huft left the meeting.

10:15AM- TYLER TECH SOFTWARE, Jo Silverthorne; Tyler Tech; Brenda Wood; Clerk & Recorder

Tyler Tech has recently acquired CSA, which was the initial company that offered the software program the County uses. Jo Silverthorne with Tyler Tech came and gave a presentation to the Commission on the services Tyler Tech offers in comparison to CSA. The key points he shared with the Commission are: Tyler Tech has an office in Billings, MT and will continue to offer in-state support although they are a nationwide company, Tyler Tech has a larger resource base and will be able to offer more services and training than CSA, Tyler Tech does not require its customers to purchase new software when updates happen, that is included in the yearly service they offer, the cost of their services is currently around \$20,000 per year and will stay about the same with an approximate 5% increase each year.

10:40am- Jo Silverthorne left the meeting.

10:40AM- IT TECH, Julie Straub; Human Resource Manager, Don Dilworth; IT Tech joined meeting.

IT Tech Position: Don Dilworth, IT Tech, wants to retire at the end of June or July. He will continue to be the Superintendent of Schools for another year. The Commission asked him what he thought the County needed in regards to replacing his position. Don said his current job duties would warrant a part-time person being hired but thinks the person could be given more duties to make it a full-time position. He also said it needs to be someone who can be on-site, not a remote position. The Commission, Julie and Don discussed Clint Townsend, Wayne Mangold, Patrick McMannus as people who may be a good fit for this position. Commissioner Randash knows a person who works for Kelly Services in the Bakken area who said she may be able to recruit for it also. Commissioner Baldwin & Ranum said they would be concerned if we could retain someone from the Bakken area as that area will most likely “pick up” in the future. Commissioner Baldwin said

he is concerned about being able to recruit someone at part-time status and asked if we could make it a full-time position and possibly “share” the person with another County entity like the schools. Julie said the concern she has with this would be making sure Fallon County is the person’s top priority and the only way to do this is having it be a Fallon County employee only. Julie suggested recruiting for 20 hours per week and expanding the recruiting area to include Junior Colleges. Julie and Don will begin working on the job description.

Work Room: Don Dilworth would like to get work stations placed in the public work room and eliminate the folding tables. The police officers have work stations he thinks would work in there and will get prices for the Commission.

11:05am- Julie Straub & Don Dilworth left the meeting.

11:15AM- REC. DIRECTOR UPDATES-Angie Rabbit, Rec. Director, could not attend meeting. Gave an update to commissioners via email. The Commission conference called Angie to discuss items in the email.

Touch a Truck: The Rec Department will not be hosting the Touch-a-Truck this year at the Car Show. It has been getting difficult to get businesses to bring their equipment down over the last few years due to availability of equipment and liability concerns. The Car Show is changing locations this year and this year would be a good time to discontinue the event. The Commission understands the reason to discontinue and said they support Angie’s decision although they wish it wasn’t so difficult to get equipment for this event.

Fallon County Day: Angie would like to bring the Sioux Falls company she used last year for the inflatables. They are more expensive than other companies but she feels the large selection of inflatables they have make it worth it. The Commission asked her to bring in an estimate from this company. Angie will also be having the Rock Jocks play music at the event. The Commission asked Angie to work on getting refreshments for the event as well.

Storage: Angie is in need of a place to store her football, soccer and basketball equipment. She has been using Scott Rabbit, Park Director’s cold storage to put these things in temporarily but needs something permanent. Commissioner Ranum said they would check to see what may be available and get back to her.

11:30am- The conference call with Angie Rabbit ended.

11:30pm- Richard Menger, Sanitarian, joined the meeting.

Hartse Residence: Rich said he talked to **Roberta Peake** and thanked her for getting people together to clean the Hartse land.

Gun Range: Rich went to gun range today and said it is making great progress. A lot of dirt is being brought in and Bobcats are out there doing the landscaping.

11:40pm- Rich Menger left the meeting.

12:00PM- RECESS

Commissioner Ranum made the motion to recess. **Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

Noon Recess

1:15 PM RECONVENE

PRESENT William L. Randash; Chairman, **Deb Ranum;** Member, **Lani DeBuhr;** Clerk. Steve Baldwin did not return after the noon recess.

1:15PM- SEASONAL BENEFITS, Julie Straub; Human Resource Manager, Debbie Wyrick, Deputy Clerk & Recorder

Seasonal Employee Insurance: Debbie Wyrick, Deputy Clerk & Recorder, said the PPACA Health Care Reform Act is being implemented effective January 2016. This will cause full-time employees to be given a 1095 report at the end of the year they will have to submit to the IRS with their taxes. In addition to these reports being generated the County will also need to be tracking the hours worked by County employees each year as the amount they work will determine their eligibility for County insurance. Full time and permanent part-time employees will be easy to track and report as their hours don’t change. Debbie said tracking the variable hour, part-time and seasonal employees will be challenging as the County will have to “look back” at the hours each of these employees worked in the prior fiscal year to determine their eligibility for insurance.

The Reform Act specifies if an employee has worked 1560 hours or more in the year (30 hrs per week) they must be offered “affordable” health insurance at the base rate of \$50/month premium. The County currently offers insurance to all permanent employees who work 20 hours or more each week excluding seasonal or temporary employees and the premium paid by the employee is dependent on the hours they work per week. The only employees who qualify for the base rate of \$50/month are the full-time employees. Under the Reform Act if any employee works 1560 hours or more in the year they must be offered insurance at the

base rate of \$50/month. This change will affect the amount of insurance premiums the County will be responsible for paying as more employees will only be eligible for the base rate of \$50/month premium and the county will have to pay the additional \$1055/month premium on their behalf.

Debbie said the majority of seasonal and temporary employees' generally work full-time 3-4 months out of the year and will not be eligible for insurance at that rate but the hours will still need to be tracked. There are currently 5 seasonal employees who work full-time more than 3-4 months in the year and their hours may exceed or meet the 1560 hour requirement. If so, they will be eligible for the \$50/month premium. There are 3 "variable hour" employees whose hours will have to be tracked carefully to determine if they work 1560 hours per year, if they do they will be eligible for the insurance at \$50/month. Debbie said the "looking back" at hours for these employees could create a mess as there is the potential their premiums will be affected if their hours go above or below the 1560 threshold. If the employee works more hours than expected and ends up working 1560 hours or more in the prior year their premiums will need to be adjusted for the previous and current year.

Debbie & Julie Straub, Human Resource Manager, suggested no longer hiring "variable hour" employees in order to avoid the problems this could create. Julie said the County would be wise in the future to offer part-time employment at 20 hours per week or full-time employment at 40 hours per week only. Doing this will make it easy to track the hours each employee works and will enable the County to offer "affordable" insurance per the Reform Act requirements. Commissioner Ranum asked about current employees who have variable hours and Julie said they are looking at those employees to see if their work load would warrant a change in their hours so they could have "set hours" instead of variable. Julie said they could not force an employee to change the hours they were hired at. Debbie said she will have to take a close look at the dispatcher's hours as they are hired at 24, 36, 40 hour work weeks. Due to them being on 12 hour shifts they can easily accrue additional hours by covering each other shifts and potentially becoming eligible for the 1560 hour insurance rate. Because of this their hours will have to also be closely tracked. Debbie is working on creating a tracking system as the Tyler Tech program does not have the capability to do this.

Airport Secretary: Julie said Roger would still like to hire an Airport Board Secretary and thinks it should be paid at the same rate as other administrative positions in the county. Julie is concerned about hiring another secretary as no other boards have a paid secretary. The administrative tasks for other boards are handled by either a board member or the supervisor of the department in which the board supervises. She has not been able to find any statute dictating if it is legal or not but she said if the County is being firm, fair and consistent the Commission would need to offer a paid secretary for every board which she thinks may not be the best use of County funds. Debbie Wyrick, Deputy Clerk & Recorder, said she will do research to find out when this arrangement began with the Airport Board having a paid secretary. Commissioner Randash asked if another board member could be appointed to do the secretarial job. Julie said she wasn't sure but knows the number of board members for each board are set for a reason and adjusting it may not be in the best interest of the board or legal.

3PM- CITYOF BAKER UPDATES, Clayton Hornung, City of Baker Mayor

City Council Agenda: Clayton Hornung, City of Baker Mayor, gave the Commission a copy of the agenda for their May 6, 2015 City Council meeting.

Iron Horse Park Tour: The Commission is going on a tour of the Iron Horse Park on Thursday at 11am. Clayton would like to attend.

Rec. Department: The Commission and Clayton talked about the updates Angie Rabbit, Rec. Director, gave them and what they discussed in the conference call with her. Clayton said him and Angie talked about her recruiting coaches recently also.

Parks: Commissioner Ranum asked Clayton if the Commission could start being a part of Scott Rabbit, Parks Director, yearly evaluation. Clayton said yes he could include them in that. Commissioner Ranum asked Clayton why Scott's pay was so high in comparison to other County employees. Clayton said he didn't think it was too high and that Scott has been getting the same rate increase each year that all city employees receive. Commissioner Ranum requested setting up a meeting to discuss Scott's wages.

2:10pm- Lance Wedemeyer, City of Baker Public Works Director, joined the meeting.

City of Baker Projects: Commissioner Randash said they are working on the County's Capital Improvement Plan. He asked Clayton where they were on the City Police Impound Yard and the Dog Pound as they could be affected by the County not putting funds towards these projects. Lance Wedemeyer, City of Baker Public Works Director, said the Dog Pound has been put on hold and the City has the land for the City Police Impound Yard as well as the fencing and cement to put around it. The fencing needs to be installed and the building needs to be bid and built. The area is big enough that it can be used for the City Police as well as the Sheriff's Department.

Clayton said the top priority is the City's water infrastructure as it is in dire need of improvements but the funding for it is a problem. He has budgeted for water and sewer line improvements in the 2016-2018 budgets. Currently the biggest problem is the City's wells. They only have 4 wells working right now and they really need 6 to keep up with demand. Well #5 is down and in need of repair and a new well needs to be drilled. Brosz Engineering gave Lance estimates to repair well #5 and to build the new well. Lance said this is top priority as the wells are pulling too much sediment right now and he is concerned if Well #5 fails they will need to start rationing water use which no one likes to do. They are trying to determine where to find the funds to do all of this. They would like the County to consider this when funding their projects. Commissioner Ranum agreed this needs to be top priority over the impound yard and dog pound. Clayton said Jason Rittal, Eastern Plains Economic Development Corporation (EPDC) Executive Director, was wanting to help the City in applying for a planning grant for this project but isn't optimistic about getting it as the current water rates don't hit the "target rate" and are too low for the City to be able to commit to their portion of funds that would be required in the grant terms. Commissioner Randash asked when the City last raised their water rates and Clayton said last year they were raised. Clayton said in order to hit the "target rate" to qualify for any grants they would need to at least double the current water/sewer rates. The target rate is \$97 and the current rates are set at \$53. He is working at forming a committee to look at the rates and Jason Rittal is going to assist the City when they have a public hearing regarding rate increases. Lance said even if the City gets to the target rate they may not get a "good deal" on the grant since the grant percentage is based on your target rate. Once you hit your target rate it qualifies you for the lowest grant percentage and the more you increase your rates the higher the grant percentage becomes.

Property Taxes: The Commission invited Clayton to attend the meeting they are having with Larry Richards, Department of Revenue, about the property tax increases that are coming soon.

Duane Long Letter in Paper: Duane Long sent a letter to the Fallon County Times about the condition of the City of Baker. Clayton said they received a copy from the newspaper and have been working on and addressing some of the issues he mentioned.

County's Roller Packer: Lance talked to Bobby Wiedmer, Road Foreman, about the City using the County's roller packer to patch the streets and alleys. He wants to know if an interlocal agreement needs to be drafted in order for them to use it. Commissioner Ranum said yes, an agreement will need to be drafted and would like Bobby to be a part of creating the agreement.

Millings: Commissioner Randash said Kenny Griffith is going to crush millings for the City to use at no charge. Bobby considered using some of the millings but said the City can have them for their alleys and they should be able to do 95% of the alleys with the millings on hand. Lance asked the Commission how many millings they need for the Gazebo Parking lot. Commissioner Randash said he wasn't sure but that he is working on getting millings from the State supply in Glendive. Lance suggested the County use the City's supply of millings due to them being available right away. He said he would make sure the County got the "good millings" that would work well in the parking lot. Commissioner Randash said that may be a good idea and the County could replace the City's millings with the State millings in Glendive when they are able to get them. Lance is going to contact Bobby today to see if he is interested in the City's millings.

Drainage through Town: The bridge is reset and working. It's 2 feet below the bottom trough and is running good. The City is waiting for the area along the channel to dry this summer and then will blade around it, making it smooth to seed. They are hoping to proceed with using concrete in the channel now that is a proven drainage system. If the use of concrete isn't approved they will use big rocks. Brosz Engineering is helping them with the process of permit submittals to do the concrete work. Commissioner Ranum said Brosz Engineering is doing a hydrology study for the county in regards to the culverts that are going to be replaced from 1st Street to 6th Street. Lance and Clayton are going to make a timeline list to give to the county so the Commission knows what they are prioritizing and doing.

3:20pm- Bobby Wiedmer, Road Foreman, joined the meeting.

Millings: Lance and Bobby discussed the millings the City has. Bobby agrees getting the millings from the City and replacing them with Glendive millings when it is more convenient would work well.

County's Roller Packer: Commissioner Ranum asked Bobby if Lance could use the County's Roller Packer. Bobby said he thinks it's a good idea to let the City use it as it is not used all that often by the County. He talked to Lance about it and said that would be ok but he wants only one person to be the operator and he train that person. Bobby said the city has been taking care of their equipment and he is comfortable with them using it. Commissioner Ranum asked about the insurance liability if an accident were to happen, who would be liable, the city or the county? Bobby is going to talk to Deb Wyrick, Deputy Clerk & Recorder, about a City employee using County equipment.

Gazebo Parking Lot: Bobby said Scott turned on the water in the Gazebo area and no water was found,

indicating the water is not coming from a leak in a line. Bobby says he thinks it is coming from the ground. There are a lot of springs around town so that may be the problem.

3:30PM- GRAVEL, Chris Hufford; Hufford Construction Inc., Bobby Wiedmer; Road Foreman

Bobby wants to purchase gravel from Chris as it is good gravel at \$7/yard. The gravel is coming from Llewellyn Johnson's place and Chris would like to crush it 10,000 yards at a time. Bobby said that he would like 30,000 crushed right away and then 10,000 at a time. Bobby gave Chris a copy of the County's gravel specs. Chris has scoria from the Schweigert pit and he will sell it at \$5/yard. Bobby said he would like 10,000 yards from that pit as the Calumet Road needs to be redone and that pit is close to the road.

4:10pm- Chris Hufford left the meeting.

Packer Roller Update: Bobby talked to Debbie Wyrick, Deputy Clerk & Recorder about the City using the County's Packer Roller. Debbie said the City would need to have liability insurance for the Packer Roller when they are using it. Bobby is going to talk to the City about getting insurance. Bobby has also decided to train 2 City operators to use machine and said if the operator hasn't had the training they won't be able to use it.

4:20pm- Bobby Wiedmer left the meeting & Commissioner Baldwin joined the meeting.

4:20pm- Kevin Dukart, City of Baker Clerk/Treasurer, joined meeting to discuss the request of funds for the Schell Addition SIDs by the City.

The Commission asked Kevin if the figures on his letter asking for advance funds was correct. Kevin said the figures on the letter are estimates only, the exact amount will be presented upon completion of project. Kevin said the agreement between the City and the County has already been drafted and signed, giving the City permission to receive advance funds from the Schell Addition SIDs. He said the County has always pre-paid the City for the SID funds knowing they will get paid back once the funds are received from the taxpayers.

4:30pm- Kevin Dukart left the meeting.

4:30PM- COMMISSIONER BUDGET, TIME SHEETS & MISCELLANEOUS ITEM REVIEW

City of Baker Request of Funds: Commissioner Ranum made the motion to advance the funds of \$509,000 from the Schell Addition SID 34 & SID 35 to the City of Baker for sewer & water construction.

Commissioner Baldwin seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

APRIL TIME SHEETS

The Commission reviewed & approved April 2015 time sheets, payroll & withholdings in the amount of \$458,913.77 and they are as follows:

DIRECT DEPOSITS ONLY

Date	Name	Amount
4/30/2015	BAINTER, MAGGIE M	\$ 2,361.58
4/30/2015	BALDWIN, STEVEN S	\$ 3,636.85
4/30/2015	BANISTER, KAREN A	\$ 2,482.09
4/30/2015	BENEFIEL, NICOLE M	\$ 1,344.75
4/30/2015	BERTSCH, KELI R	\$ 1,176.17
4/30/2015	BROWN, CARLA F	\$ 2,846.81
4/30/2015	BRUHA, DOUGLAS K	\$ 3,538.72
4/30/2015	BUMGARDNER, HUGO F	\$ 2,538.24
4/30/2015	BUTORI, DALE R	\$ 2,710.76
4/30/2015	BUTORI, DANIELLE F	\$ 953.52
4/30/2015	CHRIST, PAUL M	\$ 2,002.06
4/30/2015	COOPER, JESSICA M	\$ 2,456.57
4/30/2015	CUPPY, KIMBERLY A	\$ 4,285.56
4/30/2015	DAVIS, TIFFANY A	\$ 2,113.03
4/30/2015	DEBUHR, LANI J	\$ 2,111.13
4/30/2015	DIETZ, CLINTON A	\$ 3,205.24
4/30/2015	DULIN, LISA J	\$ 2,305.71
4/30/2015	EISELE, NICHOLAS P	\$ 4,154.18
4/30/2015	FLINT, BRENDA K	\$ 2,746.15
4/30/2015	GRUBE, MARY E	\$ 2,503.77
4/30/2015	GRUBE, TIMOTHY R	\$ 3,583.09
4/30/2015	HALL, DAVID J	\$ 3,182.93

4/30/2015	HERBST, LYNDA M	\$	2,446.15
4/30/2015	HIGGINS, ALBA E	\$	3,236.77
4/30/2015	IRGENS, CINDY J	\$	1,425.68
4/30/2015	JANZ, JOE M	\$	3,088.44
4/30/2015	JENSEN, KIMBERLY B	\$	1,973.77
4/30/2015	JEPPESEN, MIKAYLA F	\$	1,824.88
4/30/2015	JOHNSON, JESSICA M	\$	487.30
4/30/2015	JORGENSON, BRITTANIE R	\$	2,235.60
4/30/2015	KACHEL, THOMAS D	\$	2,841.78
4/30/2015	KETTERLING, BARBARA E	\$	2,874.01
4/30/2015	KIRSCHTEN, MICHAEL	\$	2,241.77
4/30/2015	KLANG, BARBARA A	\$	3,072.17
4/30/2015	LACROIX, JACOB L	\$	2,579.44
4/30/2015	LAGASSE, ROBERTA R	\$	2,269.78
4/30/2015	LECHLER, BARBARA A	\$	2,593.84
4/30/2015	LEE, CHARLES D	\$	2,277.63
4/30/2015	LEISCHNER, KATHRYN G	\$	2,484.96
4/30/2015	MEGGERS, BETH L	\$	1,963.44
4/30/2015	MEGGERS, ROGER D	\$	1,334.31
4/30/2015	MENGER, RICHARD A	\$	2,168.82
4/30/2015	MOORE, STACEY L	\$	2,246.44
4/30/2015	MUCKLE, THOMAS A	\$	84.45
4/30/2015	MURNION, MINDI	\$	1,901.40
4/30/2015	NEWELL, JERALDINE A	\$	1,845.74
4/30/2015	NEWELL, KATHERINE L	\$	1,911.54
4/30/2015	OVERN, MITCHELL L	\$	2,971.92
4/30/2015	PINKEY, ADAM J	\$	3,199.65
4/30/2015	POST, JULIE M	\$	1,834.15
4/30/2015	POWERS, JESSICA E	\$	2,622.67
4/30/2015	RANDASH, WILLIAM L	\$	3,042.12
4/30/2015	RANUM, DEBRA A	\$	3,171.85
4/30/2015	REISSIG, TOBY J	\$	2,105.23
4/30/2015	ROBBINS, DELAYNE J	\$	2,192.47
4/30/2015	SCHMIDT, DIANA L	\$	2,106.53
4/30/2015	SCHWARTZ, SHARON K	\$	2,079.86
4/30/2015	SHIPMAN, TRICIA L	\$	1,390.62
4/30/2015	SIELER, KENDALL S	\$	3,598.70
4/30/2015	SIELER, MARK E	\$	3,112.23
4/30/2015	SMITH, SUZANNE K	\$	2,691.43
4/30/2015	STRAUB, JULIE M	\$	2,942.27
4/30/2015	WASSMANN, DARCY L	\$	5,046.55
4/30/2015	WELLS, VICTOR B	\$	3,059.90
4/30/2015	WENZ, MARILYN M	\$	1,978.59
4/30/2015	WIEDMER, BOBBY A	\$	3,846.38
4/30/2015	WILDISH, DOUGLAS W	\$	3,330.81
4/30/2015	WILKIE HOEGER, BRENDA L	\$	2,510.31
4/30/2015	WIMAN JR, KENNETH P	\$	3,681.54
4/30/2015	WIMAN, DEBI K	\$	3,351.62
4/30/2015	WOOD, BRENDA J	\$	2,544.94
4/30/2015	WYRICK, DEBORAH D	\$	2,701.12

BALANCE OF PAYROLL & WITHHOLDINGS

4/30/2015	36374	WELLS, MARY KIESHA	\$	552.02
4/30/2015	36375	GREENLEE, ERNA	\$	444.97
4/30/2015	36376	HARBAUGH, TRENTON C	\$	3,652.28
4/30/2015	36377	SAGGIO, KIM M	\$	2,334.64
4/30/2015	36378	BARRETT CHASKA, LINDSAY L	\$	272.05

4/30/2015	36379	CHASKA, RODNEY J	\$	471.22
4/30/2015	36380	KILSDONK, RODNEY H JR	\$	1,062.20
4/30/2015	36381	KILSDONK, SCOTT	\$	853.71
4/30/2015	36382	MITCHELL, LISA R	\$	2,497.32
4/30/2015	36383	MORRIS, PATRICIA A	\$	657.26
4/30/2015	36384	PANKRATZ, LAURIE M	\$	450.03
4/30/2015	36385	RYDEN, MARY LOU	\$	135.52
4/30/2015	36386	SCHWARTZ, BRIDGET L	\$	393.72
4/30/2015	36387	GRAY, ROSCOE J	\$	3,767.14
4/30/2015	36388	MILLER, JOHN L	\$	3,310.53
4/30/2015	36389	MAIER, ROLAND R	\$	3,420.28
4/30/2015	36390	DAHL, EILEEN I	\$	408.54
4/30/2015	36391	DAHL, LARRY J	\$	582.97
4/30/2015	36392	FELT, IVEN L	\$	1,914.26
4/30/2015	36393	BERGER, SARA E	\$	475.95
4/30/2015	36394	ALLERDINGS, ROBERTA A	\$	164.77
4/30/2015	36395	FUCHS, PAULA L	\$	519.98
4/30/2015	36396	HALL, LORI A	\$	183.27
4/30/2015	36397	MILLER, ROBIN L	\$	2,048.10
4/30/2015	36398	PICKETT, SANDRA A	\$	1,306.39
4/30/2015	36399	BOHLE, DuWAYNE W	\$	1,470.99
4/30/2015	36400	HUNT, JUDY L	\$	1,117.66
4/30/2015	36401	KARY, ERIC J	\$	3,161.85
4/30/2015	36402	MEGGERS, DARIN R	\$	584.13
4/30/2015	36403	AFLAC GROUP INSURANCE	\$	712.55
4/30/2015	36404	EMPLOYEE BENEFITS MGMT.	\$	2,680.15
4/30/2015	36405	FALLON CO TREASURER	\$	168,223.84
4/30/2015	36406	FALLON COUNTY FEDERAL CR UNION	\$	5,127.00
4/30/2015	36407	FALLON COUNTY HEALTH INS.	\$	44,826.52
4/30/2015	36408	FC TREASURER-DIRECT DEPOSIT	\$	182,762.48
4/30/2015	36409	FRIENDS OF FMC FOUNDATION	\$	60.00
4/30/2015	36410	LIBERTY NATIONAL LIFE INSURANCE CO	\$	2,093.53
4/30/2015	36411	MONTANA CSED	\$	250.00
4/30/2015	36412	VICTORY INS CO WORKMANS COMP	\$	13,943.95
		TOTAL	\$	458,913.77

EASEMENTS:

The Commission signed the Grant of Temporary Construction Easement dated April 21, 2015 from Lee Moore to Fallon County for the North Baker Drainage Improvement Project.

CORRESPONDENCE:

BLM: The Commission received a letter dated April 27, 2015 from the Bureau of Land Management (BLM) asking them to review the enclosed CD of the administrative draft for the Miles City Field Office Proposed Resource Management Plan & Final Environmental Impact Statement.

Montana DPHHS: The Commission received a copy of the letter dated April 9, 2015 the Department of Public Health & Human Services (DPHHS) sent to Stahly Engineering & Associates stating they reviewed the Fallon County Parks Spray ground application and approved the construction to begin with two items requested to be sent to them from Stahly Engineering.

Baker Municipal Airport: The Commission received a copy of the letter dated May 5, 2015 that Brenda Wood, Clerk & Recorder, sent to the City of Baker regarding the City's annual share for the Baker Municipal Airport for FY 2014-15. The amount due from the City is \$3,204 for 2 mills.

Vehicle Safety Recall: The Commission received an "Important Safety Recall" notice dated April 2015 from Ford Motor Company regarding the Ambulance 2013 F-450 Truck. This notice was forwarded to the Road Department and Lisa Mitchell, Ambulance Director.

Planning Department: The Commission received a letter dated May 5, 2015 from the Planning Department notifying them of a Public Hearing scheduled for May 19, 2015 to discuss the Eagle Addition BLR & Major Subdivision.

REPORTS/MINUTES:

Detention Center Report: April 2015 Report- County had 1 prisoner in jail for 8 days; City had 7 prisoners in jail for a total of 97 days combined for prisoners.

Maintenance Report: Lynda Herbst, Inside Building Maintenance, gave the Commission a maintenance report detailing various maintenance that was done in the Court House for the month of April 2015.

Board Openings: The Commission received a notice of the Boards that have Member expirations and/or vacancies. These openings will be advertised in the May 22nd to June 12th editions of the Fallon County Times.

Combined Oil & Gas Systems (COGS) Quarterly County Distribution: \$1,490,982.88 for quarter ending 12/31/2014. Brenda Wood, Clerk & Recorder, made note that this figure is 35.5% less than the revenues received in August 2014.

Eagle Addition Major Subdivision: The Commission received a copy of the Findings of Fact & Order from the City of Baker for the Eagle Addition Major Subdivision.

Planning Board: Planning Board Minutes for Board Meeting on April 6, 2015 and April 27th, 2015.

Treasurer April Cash Up Report: \$18,337.27 cash on hand.

REVENUES:

Denbury- April 2015 Oil & Gas Revenues- \$4222.41

Continental Resources- April 2015 Oil & Gas Revenues- \$4,768.53

State of Montana Dept. of Revenue- Oil, Gas & Natural Gas Distribution for quarter ending 12/31/14- \$38,996.78.

Kirby Conley- Sewer/Septic fee-\$50.00

JOURNALS:

The Commission reviewed & approved the following journals:

Journal 510- Moved Continental & Denbury donations from a revenue account to the expenditure account the funds were used for.

Journal 511- Moved invoice from Baker Rural Fire Regular Account to Baker Rural Fire Capital Project Account.

MISCELLANEOUS:

Fallon Medical LTC Basement Remodel Post Bid Estimate: The Commission received a post bid estimate from Fallon Medical Center for the Basement Remodel. The project cost is \$1,540,670.

County Credit Cards: The Commission would like to get a County credit card for employees to use while traveling and for other expenses when necessary. Lani DeBuhr, Clerk, will contact Patsy Schopp at the Bank of Baker to get the cards set up.

MACo Legislative Update, April 28, 2015

Seniors in Action Newsletter, May 2015

ACTION ITEMS:

Little Beaver Conservation District: Commissioner Randash signed the Little Beaver Conservation District Annual Mill Levy Verification for \$11,360.

EMAIL CORRESPONDENCE:

Fair: Wanda Pinnow, Fair Board Chair, notified the Commission a guard rail is being installed in the new storage shed to preserve the sides of the new shed. The cost for the pipe & welding is \$2,000 and work is to start immediately. (4/30/3015)

Fair: Barb Lechler, Fair Manager, emailed updates to the Commission on the progress of the improvements being made to the Big Barn. The tin is up, the windows on south side are going in and the large 24 foot doors will be installed next week. Direct Electric is also completing installing a row of lights in the aisle of the grandstands.

Road: Brenda Wood, Clerk & Recorder, gave a copy of an email she sent to regarding the roads that have been most negatively impacted by the construction of the Bridger Pipeline. The email contained a letter to Butte Pipeline from Bobby Wiedmer, Road Foreman, listing the roads that have been affected most. They are Plevna Road South, Calumet Road, Tonquin Trail, Division Road, Sunny Bank Road, Sandstone Road and Willard Road W.

Mill Levy Inflation Factor: The Commission received an email from MACo notifying them the Department of Revenue has completed the calculation for the allowable inflationary increase for floating mills, pursuant to 15-10-420 MCA to be used in FY 2016 calculations. The inflation factor for FY 2016 is .67%.

Hospital Mill Levy: The Commission received an email from David Espeland, Fallon County Medical CEO, giving the FY2014-FY2017 Mill Levy figures to complete the LTC Basement Remodel Project. The total mill levies

needed to complete project are \$1,532,842.

QUOTES/BIDS/PURCHASES:

Fair: Fair Board submitted Wyrick Construction's estimate to tear down old storage shed & haul to landfill for \$6900. No decision was made by the Commission.

Fair: Fair Board submitted request to purchase 6 additional buddy bar tables for the Beer Booth area. The total cost is \$2304.90. The Commission approved purchasing the tables.

Fair: Griffith Steel submitted a quote to the Commission to replace the siding on the Big Barn for \$44,800. This quote was submitted in response to Commissioner Ranum's inquiry on what could be done to the red siding on barn that is chipping. The Commission denied replacing the siding on the Big Barn as it is too costly.

5:00PM RECESS

Commissioner Baldwin made the motion to recess. **Commissioner Ranum** seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

Wednesday, May 4, 2015

9:00 AM CONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum**, Members, **Lani DeBuhr**, Clerk

9:00AM- COMMISSIONER MEETING

The Commission reviewed the folder items and discussed project updates from earlier in the week.

9:45AM- LANDFILL UPDATES; Tom Kachel, Landfill Manager

Outstanding Accounts: Tom gave the commission his outstanding account report. He has mailed letters to the account holders notifying them they will be sent to collections if their account is not paid in full by May 30th.

Containment Fence: A containment fence has been built at the landfill to catch blow off from the main MSW pit that is west of the dam.

New Side by Side: Tom gave the commission quotes he received for a new side by side for landfill. Tom would like to purchase a 2013 Diesel Ranger with a dump box. This model is cheaper than the others and would cost \$8099 from Riverside Marine & Cycle in Miles City. The Commission approved the purchase of this Ranger and Commissioner Randash suggested putting a wench on it.

Older Side by Side: The Commission decided to give the landfill's older side by side to the Fairgrounds if they want it. Tom said he will call Barb to see if they want it and then get it serviced and ready for it to be taken out there.

Barry Damschen Consulting Landfill Master Plan: Commissioner Baldwin asked Tom if he had any issues with the revised plan from Barry Damschen Consulting. Tom said he has reviewed it and the plans reflect the suggestions he gave to Barry earlier and it can now move to the next step.

Excessive Speed on Coral Creek Road: Tom met with the Nic Eisele, Undersheriff regarding a vehicle going down Coral Creek Road at excessive speeds and nearly running a G&G Garbage truck off the road. Tom said it is a common occurrence where vehicles drive way too fast for that road and would like speed limit signs put up. He said there are blind turns on that road and excessive speeds puts his staff that are picking up trash along the road in danger. Commissioner Ranum & Commissioner Baldwin said they weren't sure the speed limit could be lowered and posted but suggested putting a permanent "Men at Work" sign along the road to alert drivers to drive cautiously and asking the road to be patrolled more by the Sheriff's Department.

DEQ Inspection: Tom said the landfill has aced their last 2 DEQ Inspections and the next one is coming up soon. He is confident they will do well again this year.

Miscellaneous Updates: The tire pile has been moved from the owned land to the leased land. The tub grinder is working again. Equipment & trucks are being well taken care of and maintained. The landfill staff is getting along well and keeping busy. The landfill's newest employee, Paul Christ, is doing a great job and getting along with everyone as well.

10:30am- Tom Kachel left the meeting.

10:30AM- CARTER COUNTY BORROWING TENT, Lois Lambert; Carter County Chamber of Commerce Member,

Brice Lambert; Member of Public, **Scott Rabbit;** Parks Director

Lois Lambert came in to ask the Commission if they would loan out a 20x20 ft. tent to Carter County for the Days of 85' event in August. The Commission agreed to loan out the tent and asked Scott Rabbit, Parks Director, to join the meeting to ensure it would be available. The tent is available and will be loaned out on Wednesday, August 5th and returned Monday, August 10th.

11:00am- Lois Lambert, Brice Lambert & Scott Rabbit left the meeting.

11:30AM- PUBLIC COMMENT

11:25am- Mona Madler, SMART Director, joined the Public Comment meeting.

Veteran's Memorial: Mona said Drury Phebus, American Legion Member, wants the account held at the Bank of Baker to be put into SMARTs name but isn't sure how to go about doing this. The Commission asked Mona to contact Drury & the Bank of Baker to get the process started in transferring ownership of the account. Mona said there is enough funding in there that could be used for additional items at the Memorial. The Commission discussed different things that could be added to the Memorial such as a POW/MIA Monument, more flags installed for the different branches of Military, ect. Mona will get prices on these ideas and get back to the Commission in the future.

Commissioner Ranum asked Mona if SMART would want Joe Janz, Outside Building Maintenance, to continue changing the flags out and maintaining them as he has done in the past. Mona said yes, that would be helpful. Mona reminded the Commission about the additional tiles that will be left over after the Memorial is finished. Commissioner Ranum asked Mona to give consideration to any other projects that might need the additional tiles once the tile work is done.

Beautification Committee: Pam Owens, Beautification Committee Member, has bought new plastic colored barrels to replace the older whiskey barrels. They will be delivered to the local businesses to put flowers into soon. Commissioner Randash told Mona the County is giving them a truck equipped with a water tank to have for watering the flowers around town. Mona said the Beautification Committee is its own entity so the truck can be put in the committee's name and she will get insurance and registration paid out of their account. Commissioner Ranum told Mona she would need to get a decal on the truck. Mona expressed her thankfulness, saying it would help them a lot this summer as it has always been an issue how the flowers would get watered. The Commission asked Mona who the members of the Committee are and where the funds for this Committee come from. She said the members are Jan Lovec, Jodee Pratt, Pam Owens and herself. The majority of the funds come from the Reynolds coin drop and green recycle bags they sell. Mike Lovec, Member of the Public, also posts flags and poles on National Holidays for businesses who pay an annual fee to the Committee for this service.

11:55am- Mona Madler left the meeting.

11:55pm- Scott Rabbit, Parks Director, joined the Public Comment meeting.

Scott stopped in to let the Commission know the new shop at the Road Department is leaking. He is contacting Richard Griffith who built the building to take a look at it.

12:00pm- Scott Rabbit left the meeting.

12:00-1:30PM- HEALTH BOARD MEETING

The Commission went to the Fallon County Medical Center to attend the Health Board Meeting during their lunch hour.

1:30pm- Alba Higgins joined the meeting.

The Commission asked Alba to get the truck ready for the Beautification Committee and Alba agreed he would do that.

1:30PM- HEALTH INSURANCE COMMITTEE ANNUAL MEETING, Debbie Wyrick, Selena Nelson, Alba Higgins; Members of the Health Insurance Committee

Selena Nelson gave the Health Insurance Premium Analysis and the Fallon County EBMS Proposal for FY 2016 to the Commission for them to review. The Commission, Debbie Wyrick, Alba Higgins and Selena went over the line items of the proposal to identify anything that needs to be adjusted.

Health Insurance Premiums: The EBMS proposal recommended the County increase premiums by 21%. The Commission and members of the Committee however recommended the County not raise premiums at this time. This decision was made because the reserve amount is high and the projections for claims and premiums are about the same as last year. Alba said the new Wellness Program will take effect next year so if changes need to be made we can do it when the new Wellness Program rolls out. Selena suggested keeping the premiums the same for the next 6 months and then if for some reason the claim values were high enough to

warrant a change in premiums it could be made after the 6 months. Commissioner Baldwin said setting premiums for 6 months with the plan to review them after that is wise, will allow the County to make needed adjustments in a timely manner. The Commission agreed to leave premiums the same at this time and then look at it again in December.

Disease Management Program: Selena reported the Disease Management program has been successful in dealing with chronic conditions. There are several employees with chronic conditions taking advantage of the service it offers.

Broker Fee Services: The Commission and Committee Members discussed if the County should continue using Leavitt Great West Insurance's services. We hired them to assist us with the Health Care Law and to possibly shop around for better insurance rates. Debbie suggested meeting with the broker in October to discuss what he has done on our behalf. Then at that time we can decide if we want to continue using his services. Debbie will contact Brent Schwab with Leavitt Great West to set up a meeting.

New Wellness Program: Effective July 16th a new Wellness Program will be implemented. This program will be an "outcomes" based wellness with guidelines and requirements set for employees to receive the benefit.

Affordable Health Care Reform: The County will be implementing a change in tiers so the premium cost sharing will be affordable according to the Reform Act. 30 hour week employees will now be eligible for full-time premiums at \$50/month.

2:05pm- Alba Higgins, Debbie Wyrick & Selena Nelson left the meeting.

3PM- RIFLE RANGE IMPROVEMENTS, Mike Kirschten, Gun Range Board Chairman

Indoor Shooting Range Ventilation System: The representative from Krary Range Ventilation met with Mike and Don Dilworth, IT Tech, and went over how the system operates and the support they have from the company. The servicemen monitor the system through a computer and can give support remotely. Mike asked if the County has an old desk for a computer to sit on near the ventilation system. Lani DeBuhr, clerk, said she would talk to Mr. Dilworth, IT Tech, to see if Mike could have one of the desks that are slated for the County Auction. Mike would also like to install fencing around the ventilation equipment that is located outside. He is concerned children could be harmed if they played around that area. The Commission asked Mike to get quotes on the fencing for them to have in making a decision. Mike would also like gravel placed around the equipment so that it isn't muddy around the equipment for repair work that may need to be done in future.

Landscaping: Griffith excavating is still doing dirt work around the building. Mike is concerned how hard the dirt is compacted and said it may need to be broke up before grass seed is planted.

Phone Lines: Mid-Rivers has the line up to the building but the phone lines are not in yet.

Office: Gene with Saw Horse said the floor in the office should be done next week.

Shooting Supplies: The Commission and Mike discussed purchasing various items for the range, such as yard markers, targets, rubber stops, ect. Mike suggested selling targets to the public to control the types of targets people use in the facility.

Indoor Shooting Range Staff: Mike said the Gun Club will not run the range or keep it open for the public. He has agreed to work 1 Saturday a month until the winter months once he is Range Safety Officer (RSO) certified. Mike said the County needs to consider hiring someone to have the range open to the public and they need to be RSO Certified as well. The cost to become certified approximately \$125. Mike is hoping that having on-site staff for the Indoor Range will also help control people abusing the use of the Outdoor Range. Commissioner Baldwin asked Mike what time the Board thinks it should be opened to public. Mike suggested weekdays being opened from 2-8pm and Saturdays from noon until whenever. This would allow the law enforcement and shooting sports to use it in the morning and these groups would not need to be manned by a staff member. Commissioner Randash said the fees and office hours will have to be set before it opens with a staff member hired. Commissioner Randash said the money from the fees and anything the public buys at the range would need to go back to the County fund to help offset the expense of staffing the range.

Grants: Mike has applied for two National Rifle Association (NRA) grants and is waiting for a reply. Mike will talk to the Commission when he knows if and what grant money is awarded.

Budget: The Board has started discussing the budget and will finalize it at their next board meeting in June.

Rates/Usage Fees: The board is trying to determine their rules, dues, membership fees, indoor range usage rates, punch card options & tournament fees that will be assessed for people using the Indoor Shooting Range. He wants to make sure it is affordable to the public so they will use it on a regular basis. They plan on beginning to access yearly and daily access fees once all the construction is done. Mike is going to talk to Don Dilworth about finding a program that can keep track of the usage of the range and income from range.

Brown's Dog Day Shoot: This outdoor shoot will be on July 10th. The Indoor Shooting Range will be open to the public on that day to give them the opportunity to come check it out.

4:00pm- Mike Kirschten left meeting.

4PM- GOLF COURSE UPDATES, Eric Kary, Golf Course Supervisor

The Commission asked Eric Kary to come in and give a report of the projects he had committed to do over the winter months. Eric said he was able to get everything on his list done except painting the inside of his shop. He did get all the maintenance done on his machines which he said was nice as it was all ready to go when the season started.

Security: Commissioner Randash asked if Eric locks the golf course at night and Eric said no. Commissioner Randash suggested locking it to protect the course from vandalism.

Aerator: Eric purchased new aerator from Midland Implement and gave his old one to Joe Janz, Outside Building Maintenance. This aerator is a push behind that he will use on the greens, tees and collars. The other aerator he has is a 6 foot pull behind one that he uses for the fairways. Commissioner Baldwin asked who gave the direction to buy it. Eric said his Board is the one who authorizes his purchases as long as they are in the budget which the aerator was. Commissioner Baldwin asked Eric if in the future he could let the Commission know when he is plans on purchasing big ticket items and Commissioner Ranum agreed saying he needs to get pre-approval before purchasing.

Grounds Keeping Updates: Eric lost a couple of trees between holes 5 & 9 this winter. He will not be purchasing new trees this year as he is working on irrigation projects instead. He is building a retaining wall by Hole #3 and has started aerating the greens. Eric said the driveway over by the cart sheds has been fixed.

Seasonal Employees: Eric will be hiring 4 seasonal employees this season.

DEQ water samples: Eric has not received any information from the DEQ or requests for water samples. He has been working with Brosz Engineering to get the lagoon stuff up to date. Eric does testing of the water on his own as he was instructed by Mike Rinaldi, Previous Sanitarian, to do.

4:30PM- Eric Kary left the meeting.

5:00PM RECESS

Commissioner Baldwin made the motion to recess. **Commissioner Ranum** seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

Thursday, May 5, 2015

9:00 AM CONVENE

PRESENT William L. Randash, Chairman; Steve Baldwin and Deb Ranum, Members, Lani DeBuhr, Clerk

8:55am- Mr. Dilworth, IT Tech, stopped in to let the Commission know that Mike Kirschten could have one of the desks slated for the auction.

9AM- COMMISSIONER MEETING

10AM-FALLON MEDICAL COMPLEX UPDATES- Selena & David joined the meeting.

Retirement Complex: Commissioner Baldwin asked about the waiting list for the Retirement Complex. Selena said it is up to date and will give the Commission an updated list.

Ambulance Bill: Selena has an Ambulance bill for a previous Ambulance volunteer that is about to go to collections. Selena asked the Commission if bills for Ambulance volunteers are "forgiven" or if there is a "forgiveness" policy for previous Ambulance volunteers in which their debt is "forgiven" and not collected. The Commission said no, it needs to be collected no matter who it is for.

FMC Basement Project: David Espeland said the project is progressing well and invited the Commission to come see it. All floors are out of the Purchasing Department, hallway and the housekeeping room is almost done. The slab floor rose and buckled when it was cut due to the pressure underneath. Because of this the contractor is trenching around perimeter to put an 18" wide drain pipe in it with a sump pump. The outside walls are straight and good. There was no gravel or sand under the slab, the slab was poured directly onto clay which explains why it was buckling and cracking. The contractor is installing 12" of rigid foam under the slab now. The slab under purchasing was also less substantial in thickness then other areas.

The contractor was chosen because they could do the boring for \$27,000 but now they are not sure if the boring can be done for that amount so they are looking at other alternatives.

David said Lance Wedemeyer, City of Baker Public Works Director, brought law enforcement out to the site over a permit issue which upset the contractor and David. The visit stemmed from Lance visiting the site and telling David a permit needed to be filed. Lance didn't give a deadline when it was due so David didn't file it

immediately as he had a funeral to attend. Within a week after Lance asked for the permit to be filed he sent law enforcement out to the site threatening to shut the project down. Lance said he was directed by the City Council to enforce the permit with law enforcement. David felt this was a strong arm and excessive approach by the City and could have been handled differently. David said he didn't know a permit needed to be filed as he hasn't had to file one for previous projects and thinks he should have been given at least a week to comply or been given a temporary permit before making threats. The Commission said they didn't understand why this was done but in the future they told David to contact the City about permitting for anything that requires moving dirt.

Trees between Tom Stevenson's house and the hospital were taken out and Tom was happy with this. David said the hospital owns 2 feet outside of the retaining wall that separates their property from Tom's. Commissioner Baldwin asked who the trees belonged to and David said the hospital. There is an agreement that Tom can use and maintain that 2 feet of land where the trees were located but the hospital will continue to own it.

Hospital Staffing: Commissioner Randash asked about staffing decisions that have been made recently as he is concerned they have potentially lost people that would have benefited the hospital. David said the hospital has to respect the doctor's choice of staff and at times they make decisions not everyone agrees with. Selena said there is a Physician's Assistant that is interested in working in the Emergency Room. He has 10 years ER experience and may be a good fit for the ER position.

The doctors are expressing frustration with call levels, especially call-ins to cover the ER. They recently had an Eide Bailly consultant come in to look at their staffing system. They suggested they could hire a part-time midlevel person to cover ER. The reason a part-time person was suggested is because our area doesn't warrant a full-time ER person at this time. If they could hire a part-time ER person it would change the call in levels from 1 in 4 calls to 1 in 8 calls for the current doctors. If this was done it would necessitate a change in the doctor's contracts and reimbursement levels. It is likely their pay would decrease due to the decreased number of call-ins and the savings from this change could be used to pay for the part-time ER person. They are looking at options to structure the pay but the end goal is to keep the doctor's happy and get coverage for the ER.

They are recruiting and have begun using a mobile app called Mobilgeddon to recruit. Selena said they are finding younger doctors don't want to work in the traditional model so they need to look at restructuring things to attract these doctors. Selena said this will be challenging but is concerned if the hospital doesn't adapt to these changes it will be sitting here with no providers. Selena said recruiting is very important not only to assist the doctors with call-ins but also to have coverage during the holidays. They have had to call in doctors from other areas to cover holidays at times and is costly. She said if an ER person was hired they could take care of the house, nursing home and in-patients on the weekends in addition to their ER duties. The position would most likely be a salaried position at straight pay. The Commission asked Selena what the level of ER activity is. She said it fluctuates but they often see people for things that could have been seen during normal office hours. Because of this they have discussed having an Urgent Care Clinic on Saturdays to circumvent these weekend ER visits but the staffing and infrastructure for it would be all encompassing and the population doesn't currently support this option.

Budget: They are in the beginning phase of the new budget process. They have been discussing inflation and looking at giving 3 to 5% wage increases. Commissioner Ranum said the revenue is down 35% this year and to keep that in mind when working on the budget. Selena said one of the things they have to deal with is their contracts with Medicare, Medicaid and Blue Cross that don't adjust even when personal expenses increase.

11:00am- Selena Nelson and David Espeland left the meeting.

11:00AM-12PM- IRON HORSE PARK TOUR

The Commission went to the Iron Horse Park for a tour of the improvements that have been made there. Scott Rabbit, Parks Director, gave the tour.

12:00PM- RECESS

Commissioner Ranum made the motion to recess. **Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

Noon Recess

1:15 PM RECONVENE

PRESENT William L. Randash, Chairman; **Steve Baldwin** and **Deb Ranum**, Members, **Lani DeBuhr**, Clerk

1:15PM- SHERIFF UPDATES- Trenton Harbaugh, Fallon County Sheriff

Mental Health: Trent said he needs somewhere to house inmates that are in need of psychiatric isolation. Inmates that are coming off drugs, alcohol or have mental health issues most often need psychiatric isolation. He would like a room at the hospital to use for this purpose as he cannot admit offenders into the jail in an unstable condition due to liability. He said if they got a room it would be manned by Sheriff Staff when occupied. Trent feels the hospital needs to step up and help the County in this way as it is desperately needed. He asked the Commission if they would talk to the hospital to see if it can be done. If it doesn't happen the end result is the County will spend more money transferring inmates to Warm Springs or other facilities if we have nowhere to put them. Trent said when an inmate is sent somewhere the County pays for a deputy to transport the inmate to and from the facility which can take deputies away from their local duties for one to 2 days. Trent says the time transporting is usually doubled also because the inmate has to be evaluated within a 72 hour period to determine what should be done with the inmate. If it is determined the inmate is well enough to be housed in the County jail then the deputy has to go back and get the inmate from the facility, taking him away from his local duties again. The County also has to pay a daily rate to the facility for keeping them there. Trent said a lot of this travel could be avoided if there was a place for the inmate to stay until they are seen by the judge to determine what to do with them, this happens within 72 hours of arrest. Commissioner Randash told Trent the Commission has no control over operations at FMC, they only have control over the building. Commissioner Ranum wants to check into it more since the placement of this person is among residential care in the hospital. Trent said he understood her concern but that he would guarantee the Sheriff's Department would staff the room. If medical care needed to be administered it could be done in the room rather than by taking the inmate in an Ambulance to the ER also. Commissioner Randash said they could talk to David Espeland, FMC CEO, but not sure if it would work. Commissioner Baldwin supports Trent having a room at the hospital for this purpose. Trent told the Commission his staff is getting exhausted with having to transport inmates because there is no place to house them in Baker, would like help to improve this situation for his staff.

Juvenile detention costs: The Commission asked Trent about the costs the County incurs for their juveniles. Trent said juvenile detention is costly at \$10,000 per month per juvenile right now. He said it is expensive but they have no control over it. Juvenile Probation & Parole places the juveniles in either a non-shelter facility or a secure (sheltered) facility and the county has to foot the bill. Trent would like the juvenile report to identify if the placement is a non-shelter or secure facility to potentially reduce the county responsibility. Trent said the County should not be responsible for the transportation to and from non-shelter care because that is the Probation and Parole's responsibility. Transportation to and from a secure (sheltered care) facility however is the County's responsibility. If the report specified what type of placement the juvenile has he could control those costs better. He said another problem they have is the County Juvenile and Probation and Parole out of Miles City drags their feet with placement of the juvenile which drags the process out longer. He has had the County Attorney try and press for a quicker process but it hasn't helped. The number of juveniles fluctuates year to year so controlling and budgeting for costs is difficult.

Staffing: Trent said he needs to hire 4 detention officers to be in compliance with State standards. The dispatchers are his only detention officers right now and their detention duties are limited. Trent said the State requires "eye to eye" checks on prisoners every 15 minutes around the clock. The dispatchers are only able to monitor the prisoners by video as they have to stay at their stations to take emergency calls. Trent said monitoring prisoners by video only does not give enough time to respond to emergency situations in a cell such as attempted suicide or attacks. He doesn't want the liability that could create. Right now all the transports are done by deputies and often it requires 2 deputies to transport but if detention officers were hired they could go with a deputy to do transports, keeping the other deputy in the County to do his patrolling and other duties. Commissioner Randash asked if other county's inmates could be housed in our jail if our inmate numbers are low in order to keep the 4 detention officers as he is concerned the prison population at times may not warrant the additional detention officers. Trent said the job duties don't change much if you have one or 20 prisoners except the food and laundry and according to the State it doesn't matter how many prisoners you have, the 15 minute "eye to eye" checks still need to be done. Commissioner Randash asked if Trent could house other counties inmates and charge them for it if the inmate number is low to help offset the cost of the detention officers. Trent said that the care of prisoners from other counties is supposed to be reimbursed to the County but it doesn't always happen. Trent doesn't recommend this as he isn't comfortable taking on the liability of another counties inmate if they don't have to. Trent said the County can pay for the proper staff now or pay for it in a lawsuit down the road. He is currently looking into systems to assist with inmate checks but the only way these systems will work is with fulltime staff doing the 15 minute checks. Commissioner Ranum asked what other duties the detention officers could do when the prisoner population is low. Trent said he always has stuff for his people to do like paper work, cleaning and other things.

Commissioner Ranum asked Trent how often they patrol the county roads. Trent said not as often as he would like because he is down a deputy right now and has to have deputies do detention/jail duties rather than

be out patrolling. They are averaging 8-10 hours per day on the road but would like to have it at 16-18 hours per day. Trent said hiring detention officers will free up his deputies to be out patrolling more.

Commissioner Ranum asked what equipment would need to be purchased if the detention officers are hired. Trent said they would need a few personal protection items but no vehicles. Commissioner Randash asked what type of training would be required for the detention officers. Trent said they would all have to attend the Detention Officer training but he would stagger when they go so they are not gone at the same time.

Commissioner Ranum asked if they could hire 2 detention officers rather than 4. Trent said no because if we hire only 2 we still would not meet the minimum requirements of having fulltime staff to do 15 minute checks around the clock. Commissioner Ranum asked if they hired 4 detention officers if the deputies would patrol the roads more. Trent said yes, his deputies would rather be on the road patrolling than being in the office and this would free them up to do that. Commissioner Ranum said she will support it if the deputies are out on the roads more. She said they have received complaints from the public stating the deputies are in the office too much and not patrolling like they should be. Trent said yes he understands that is a problem right now because his deputies are having to monitor the jail rather than out patrolling but with the additional staff this problem would be solved. Trent said he also wants to keep the monitors in the dispatch center regardless of what happens with the dispatcher's job duties and status as it is always good to have another set of eyes on things.

Sheriff Secretary Pay scale: Trent would like Brenda Flint, the Sheriff Secretary, to begin receiving the additional 75 cents per hour for her detention officer duties. Trent said Brenda has been doing various detention officer duties for the past 15 years and hasn't been compensated for it. She has recently received training and graduated from the Montana Law Enforcement Academy as a Certified Detention Officer and should be paid accordingly. The Commission agreed with this and will have Julie Straub, Human Resource Manager, handle the logistics of increasing her pay.

Dispatcher Status: The Commission and Trent discussed the dispatchers keeping their 75 cents per hour rate for detention officer duties. Trent hasn't been able to see the contract that was drafted when they left the union but does think the current dispatchers should be "grandfathered" in to keep the 75 cent rate if the rate is changed for future dispatchers. He also thinks the dispatchers would still be entitled to the Sheriff Retirement System (SRS) even if their detention officer status changes but isn't sure this is possible.

Inmate Rules & Regulations Manual: Trent gave the Commission a copy of the Fallon County Inmate Rules & Regulations Manual for them to review.

Budget Items: Trent gave the Commission a quote for a new pickup for Tim Grube, Sheriff Deputy, that he budgeted for in this fiscal year. The quote is from Veto Enterprises Inc. for a 2015 Ford Expedition XL and the cost is \$31,984. He isn't sure if it would be purchased in this fiscal year or the next. If it is purchased in the next fiscal year he would like to move that money forward so he can use it for that purpose. Trent said he did ask the Road Department about buying a used vehicle for Tim and they didn't recommend it as you often are buying problems with the used vehicle.

Trent is still working on researching changing the meals for the prisoners. He received a quote from the hospital for meals at \$9/lunch and \$4.25-4.50 for dinner. He received a quote from Food Services of America that the school uses and is thinking about using them. Their meals would be \$2.40-\$2.60/meal and the meals are signed off by a nutritionist out of Miles City. They are currently using Reynolds and the meals are \$3.50/meal plus they have to purchase fruits & vegetable separately to add to the meal. Trent said using Food Services of America would save the County money and be a better meal.

Trent said he would also like a working intercom system put into the jail someday. Commissioner Ranum said she thought that was a good idea but cautioned him on future spending due to decreases in revenues the County receives. Trent said he understood that but he does have outdated and broken equipment that will be big ticket items that need to be replaced in the future and they need these things to do their jobs. Right now he said his biggest expense would be staffing and benefits and asked if he could budget for it. Commissioner Ranum said yes he could but that doesn't mean she is approving of him hiring the additional staff. She said she would like to have the costs penciled out more so she knows what the exact costs will be and how that might affect other departments, when she receives this information she can give him an answer. Commissioner Ranum asked Trent if hiring additional staff would put the County over the "5 officer" threshold that would require the county to pay time and a half for all Sheriff staff. Trent said he doesn't think so as detention officers are not classified as "law enforcement" because they are non-sworn officers. He said him and Julie Straub, Human Resource Manager, are still working on it and should have a definite answer soon.

2:52pm- Trenton Harbaugh left the meeting.

3-5:00PM- REVIEW COUNTY PROJECTS

The Commission went to tour the County projects, grounds & buildings. The projects/buildings they

visited were the New Cold Storage Building at Fairgrounds, Big Barn Improvements at Fairgrounds, Golf Course, County Shop Lights, Parks Cold Storage where fertilizer is stored, and the Indoor Shooting Complex.

5:00PM ADJOURN

Commissioner Ranum made the motion to adjourn. **Commissioner Baldwin** seconds the motion. 3 Ayes. 0 Nays. Motion carried unanimously.

ADJOURN
s/William L. Randash, Chairman

MINUTE TAKER:
s/Lani J. DeBuhr, Clerk

ATTEST:
s/Brenda J. Wood, Clerk and Recorder