

9:00AM CONVENE

**Present: William Randash, Chairman; Steve Baldwin, Deb Ranum, Members; Lani DeBuhr, Clerk
FALLON COUNTY COURTHOUSE**

9:00AM MINUTES APPROVAL

The Commission reviewed the October 26th-30th, 2015 minutes. Commission Baldwin made the motion to approve the October 26th-30th, 2015 minutes with amendments. Commission Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

9:30AM REVIEW OCTOBER 2015 TIMESHEETS

The Commission reviewed & approved October 2015 time sheets, payroll & withholdings in the amount of \$488,213.22 and they are as follows:

DIRECT DEPOSITS ONLY

Date	Name	Amount
10/31/15	BAINTER, MAGGIE M	\$2,572.11
10/31/15	BALDWIN, STEVEN S	\$3,750.30
10/31/15	BANISTER, KAREN A	\$2,261.21
10/31/15	BENEFIEL, NICOLE M	\$1,360.40
10/31/15	BERTSCH, KELI R	\$1,245.72
10/31/15	BROWN, CARLA F	\$2,866.88
10/31/15	BRUHA, DOUGLAS K	\$3,293.68
10/31/15	BUMGARDNER, HUGO F	\$2,487.66
10/31/15	BUTORI, DALE R	\$3,219.25
10/31/15	BUTORI, DANIELLE F	\$1,030.20
10/31/15	CHRIST, PAUL M	\$2,194.04
10/31/15	COOPER, JESSICA M	\$2,424.86
10/31/15	CUPPY, KIMBERLY A	\$4,294.69
10/31/15	DAVIS, TIFFANY A	\$2,246.36
10/31/15	DEBUHR, LANI J	\$2,309.10
10/31/15	DIETZ, CLINTON A	\$3,245.10
10/31/15	DULIN, LISA J	\$2,659.35
10/31/15	EISELE, NICHOLAS P	\$3,859.19
10/31/15	FLINT, BRENDA K	\$2,926.21
10/31/15	FUJIMORI, ANDY I	\$2,557.27
10/31/15	GRUBE, MARY E	\$2,360.16
10/31/15	GRUBE, TIMOTHY R	\$3,400.48
10/31/15	HALL, DAVID J	\$3,785.93
10/31/15	HERBST, LYNDA M	\$2,456.42
10/31/15	HESS, TROY D	\$3,829.07
10/31/15	HIGGINS, ALBA E	\$3,539.98
10/31/15	IRGENS, CINDY J	\$1,547.84
10/31/15	JANZ, JOE M	\$3,260.30
10/31/15	JENSEN, KIMBERLY B	\$2,667.11
10/31/15	JEPPESSEN, MIKAYLA F	\$1,695.50
10/31/15	JOHNSON, JESSICA M	\$1,212.26
10/31/15	JORGENSON, BRITTANIE R	\$2,270.98
10/31/15	KACHEL, THOMAS D	\$2,899.29
10/31/15	KETTERLING, BARBARA E	\$2,947.64
10/31/15	KIRSCHTEN, MICHAEL	\$3,146.46
10/31/15	KLANG, BARBARA A	\$3,188.49
10/31/15	LACROIX, JACOB L	\$2,866.79
10/31/15	LAGASSE, ROBERTA R	\$2,331.57
10/31/15	LECHLER, BARBARA A	\$2,646.57
10/31/15	LEE, CHARLES D	\$2,271.28
10/31/15	MEGGERS, BETH L	\$1,992.39

10/31/15	MEGGERS, ROGER D	\$1,363.34
10/31/15	MENGER, RICHARD A	\$2,399.87
10/31/15	MOORE, STACEY L	\$2,453.33
10/31/15	MUCKLE, THOMAS A	\$84.45
10/31/15	MURNION, MINDI	\$1,453.14
10/31/15	NEWELL, JERALDINE A	\$1,183.46
10/31/15	NEWELL, KATHERINE L	\$2,030.09
10/31/15	OVERN, MITCHELL L	\$3,153.28
10/31/15	PINKEY, ADAM J	\$3,545.81
10/31/15	POST, JULIE M	\$1,891.35
10/31/15	POWERS, JESSICA E	\$2,681.57
10/31/15	RANDASH, WILLIAM L	\$3,138.59
10/31/15	RANUM, DEBRA A	\$3,229.23
10/31/15	REISSIG, TOBY J	\$2,380.75
10/31/15	ROBBINS, DELAYNE J	\$2,297.27
10/31/15	SAGGIO, KIM M	\$2,178.28
10/31/15	SCHMIDT, DIANA L	\$2,183.26
10/31/15	SCHWARTZ, SHARON K	\$2,367.85
10/31/15	SHIPMAN, TRICIA L	\$1,353.10
10/31/15	SIELER, KENDALL S	\$3,674.34
10/31/15	SIELER, MARK E	\$3,447.85
10/31/15	SMITH, SUZANNE K	\$2,821.54
10/31/15	STRAUB, JULIE M	\$3,033.22
10/31/15	WASSMANN, DARCY L	\$5,232.98
10/31/15	WELLS, VICTOR B	\$3,520.92
10/31/15	WENZ, MARILYN M	\$2,082.02
10/31/15	WIEDMER, BOBBY A	\$3,946.78
10/31/15	WILDISH, DOUGLAS W	\$3,410.93
10/31/15	WILKIE HOEGER, BRENDA L	\$2,573.60
10/31/15	WIMAN JR, KENNETH P	\$3,710.86
10/31/15	WIMAN, DEBI K	\$3,485.17
10/31/15	WOOD, BRENDA J	\$2,613.64
10/31/15	WYRICK, DEBORAH D	\$2,889.48

BALANCE OF PAYROLL & WITHHOLDINGS

Date	Warrant #	Payee	Amount
10/31/15	36739	WELLS, MARY KIESHA	\$834.42
10/31/15	36740	GREENLEE, ERNA	\$584.23
10/31/15	36741	HARBAUGH, TRENTON C	\$3,750.91
10/31/15	36742	BARRETT CHASKA, LINDSAY L	\$842.02
10/31/15	36743	CHASKA, RODNEY J	\$981.23
10/31/15	36744	KILSDONK, RODNEY H JR	\$1,165.31
10/31/15	36745	KILSDONK, SCOTT	\$964.64
10/31/15	36746	MITCHELL, LISA R	\$2,593.79
10/31/15	36747	MORRIS, PATRICIA A	\$894.72
10/31/15	36748	RYDEN, MARY LOU	\$211.78
10/31/15	36749	SCHWARTZ, BRIDGET L	\$455.52
10/31/15	36750	SCHWEIGERT, STEVEN L	\$193.23
10/31/15	36751	GRAY, ROSCOE J	\$3,224.73
10/31/15	36752	MAIER, ROLAND R	\$3,515.94
10/31/15	36753	DAHL, EILEEN I	\$933.16
10/31/15	36754	DAHL, LARRY J	\$845.75
10/31/15	36755	FELT, IVEN L	\$2,493.19
10/31/15	36756	HOENKE, CHANSE N	\$1,543.69
10/31/15	36757	BERGER, SARA E	\$246.74
10/31/15	36758	RISHLING, BRITTANY M	\$1,073.39
10/31/15	36759	ALLERDINGS, ROBERTA A	\$214.93

10/31/15	36760	FUCHS, PAULA L	\$895.52
10/31/15	36761	HAVENS, MARY ALICE	\$421.00
10/31/15	36762	MILLER, ROBIN L	\$2,056.83
10/31/15	36763	PICKETT, SANDRA A	\$49.72
10/31/15	36764	BOHLE, DuWAYNE W	\$1,954.94
10/31/15	36765	EHRET, JANICE E	\$52.20
10/31/15	36766	HUNT, JUDY L	\$1,317.00
10/31/15	36767	KARY, ERIC J	\$3,187.78
10/31/15	36768	KENNEL, LINDA M	\$961.05
10/31/15	36769	MEGGERS, DARIN R	\$1,513.58
10/31/15	36770	AFLAC GROUP INSURANCE	\$667.23
10/31/15	36771	EMPLOYEE BENEFITS MGMT.	\$2,051.65
10/31/15	36772	FALLON CO TREASURER	\$179,701.78
10/31/15	36773	FALLON COUNTY FEDERAL CR UNION	\$4,652.00
10/31/15	36774	FALLON COUNTY HEALTH INS.	\$45,413.71
10/31/15	36776	FRIENDS OF FMC FOUNDATION	\$60.00
10/31/15	36777	LIBERTY NATIONAL LIFE INSURANCE CO	\$2,092.73
10/31/15	36778	MACo HEALTH CARE TRUST	\$2,666.00
10/31/15	36779	MONTANA CSED	\$199.00
10/31/15	36780	RECOVERY RESOURCES, LLC	\$47.74
10/31/15	36781	VICTORY INS CO WORKMANS COMP	\$13,737.00
		TOTAL	\$488,213.22

9:45am- Commissioner Randash excused himself from the meeting for an appointment.

10:00AM ROAD DEPARTMENT UPDATES

Present: Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Supervisor; Shannon Hewson, Brosz Engineering

Alba Higgins gave the Commission updates on the vehicles and equipment that are currently being serviced or repaired.

Shop Roof Repairs- The shop roof repairs are complete.

Storage of Generator- Alba said the large DES generator needs to be stored indoor. The Commission asked Alba if the Search & Rescue equipment has been moved per their request weeks ago. Alba said none of the equipment has been moved but when it gets moved the generator could be put into their old building. The Commission said they would like to see if the generator can be stored at the Fairgrounds instead since that Department uses it most often and asked Lani DeBuhr to see if there is room to store it there. The Commission asked Alba to move the Search & Rescue equipment outside to make room for other items to be stored in that space instead of continuing to wait for someone associated with Search & Rescue to remove their items.

10:15am- Alba Higgins left the meeting.

Bobby Wiedmer said the Road Crew will be hauling gravel and installing car gates this week.

Prairie Avenue Culvert- Shannon Hewson said the culvert is being installed today.

10:20am- Commission Randash returned to the meeting.

Kramlick & Sparks Box Culvert Bridges- Shannon gave the Commission the Final Pay App for the Kramlick and Sparks Box Culvert Bridges to review and approve. Shannon said the final change order reduced the original price of the project by \$20,000. Bobby said there is temporary fencing still in place and will continue to be in place until Rieger Fencing can install the permanent fencing. Commissioner Randash, as Chairman, signed the Final Pay App for the Kramlick & Sparks Box Culvert Bridges.

NAPA Retaining Wall- Shannon gave the Commission the Final Pay App for the NAPA Retaining Wall to review and approve. Shannon said the final change order increased the original price of the project by \$198. Commissioner Randash, as Chairman, signed the Final Pay App for the NAPA Retaining Wall.

Baker Lake Drainage- Shannon gave the Wetland Delineation Report of the Baker Drainage Improvement to the Commission to review. Shannon said mitigation will be required for 1.25 acres of the project and he suggested proposing a 1:1 mitigation plan and possibly having it tap into the Baker Lake Mitigation plan. The Commission will discuss this with the Baker Lake Mitigation engineers to see if this is possible. Shannon said if that isn't an option then he suggests the Commission consider purchasing wetland banks from Duck's Unlimited to mitigate the land. Shannon said Watford City did this and it met the requirements of mitigation. Shannon said this could be an expensive option but it would allow the project to proceed quicker.

Stanhope Addition Water/Sewer Project- Shannon said Jon Brosz with Brosz Engineering spoke to Lowell Springer with High Plains Group about getting the project plans and drawings to Stahly Engineering so the County can move forward with the project.

Bridge Inspections- The Commission, Shannon and Bobby reviewed the most recent Bridge Inspection Reports received from the Montana Department of Transportation. After reviewing all reports, Shannon recommended replacing the Dry Fork Bridge first and the Westmore Bridge second as they both are deemed structurally insufficient. Shannon said the cost would be approximately \$1.2 million for both bridges to be done. Shannon asked the Commission if they were still planning on replacing the Calumet Bridge this year and the Commission said yes, if they have sufficient funding in this fiscal year to do so. Shannon said the design for the Calumet Bridge is nearly finished and would be a cast in place box culvert with an expected cost of \$350,000. Shannon said if the Commission decides to have it replaced it could be done this spring and be paid out of this fiscal year's budget. Shannon asked if the Commission still wanted to replace the 4 culverts through town also. The Commission said they may have to wait on those culverts since they do not pose any danger and focus on the Dry Fork and Westmore Bridges that are structurally insufficient.

10:45am- Commissioner Ranum excused herself from the meeting for an appointment.

Shannon said the design for the Dry Fork and Westmore Bridges could be done to ensure the projects would start in September 2016. Bobby said there are a couple more bridges on Webster Road that will need to be replaced eventually but not immediately.

11:00AM REVIEW BRIDGE INSPECTIONS

The Commission continued to review the Bridge Inspection Reports. The Commission will discuss replacing the Calumet Bridge this fiscal year and replacing the Dry Fork and Westmore Bridges in the next fiscal year with Jason Rittal, Eastern Plains Economic Development Corporation Executive Director, during their Final Capital Improvement Plan meeting later this week.

11:30AM COMMISSION WORK SESSION

Insurance- The Commission was asked by Debbie Wyrick, Deputy Clerk and Recorder, if they wanted to insure the new Bathhouse at Iron Horse Park and they said they would like it insured.

MACO Health Care Trust- The Commission reviewed and Commissioner Randash, as Chairman, signed the MACO Health Care Trust Employee Eligibility Form.

Baker Lake Spillway- The Commission received notice from Forrest Sanderson, Contracted Planner, that the Baker Lake Spillway permit was amended to allow for crews to begin cleaning the spillway.

Baker Lake Mitigation- The Commission received a letter dated October 26th, 2015 from the Montana Department of Environmental Quality (DEQ) stating they approved the 318 Authorization Application submitted for Turbidity Related to Construction Activity on the Upper and Lower Baker Lake/Wetlands.

DEPARTMENT REPORTS/NOTICES-

The Commission reviewed Department Reports, Newsletters and Notices.

BOARD AGENDAS/MINUTES-

The Commission reviewed Board Agendas and Minutes.

REVENUES-

The Commission reviewed the revenues received during the week.

EMAILS-

The Commission reviewed the emails sent to them from State agencies and other entities that required no discussion, action or decision.

12:00PM NOON RECESS

Commissioner Baldwin made the motion to take a noon recess. Being there was no second, Commissioner Randash, stepped down from being Chair and seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

1:15pm- Commissioner Ranum returned to the meeting.

1:15PM CLOSED SESSION

The closed session meeting was cancelled.

1:30PM OCTOBER CLAIMS APPROVAL

The Commission reviewed and approved the October End of Month Claims in the amount of \$784,276.50 and they are filed in the Clerk & Recorder's Office.

Fallon County
October 31st, 2015
EOM CHECK REGISTER

Date	WRT #	Payee	Amount	Description
10/31/15	54898	ACTION FOR EASTERN MONT	\$1,702.00	SR CIT- ADMINISTRATIVE AGING PROGRAMS MATCH
10/31/15	54899	ALBA HIGGINS	\$185.85	ROAD- LTAP CONF. TRAVEL RMB
10/31/15	54900	ALVIN WENZ	\$50.00	GAS TAX- SCORIA PIT RENTAL FEE
10/31/15	54901	AMAZON CREDIT PLAN	\$829.68	LIBRY/DES - BOOKS/STAMP, TONER
10/31/15	54902	AMERIPRIDE	\$59.36	FAIR- MOP, TOWEL, MAT LAUNDERING
10/31/15	54903	ANDY FUJIMORI	\$20.02	DATA PROC- 25' USB PRINTER CABLE
10/31/15	54904	APCO INTERNATIONAL INC	\$92.00	911 - APCO MEMBERSHIP
10/31/15	54905	AVAILITY LLC	\$79.00	H NRSE - IMMUNIZATION BILLING
10/31/15	54906	B & B SEPTIC SERVICES INC.	\$1,420.00	VARIOUS DEPTS - PORTABLE TOILETS
10/31/15	54907	BAKER AIR SERVICE INC	\$900.75	ARPRT - BOARD LUNCH, PILOT LOUNGE
10/31/15	54908	BAKER METAL & RECYCLING	\$6,450.05	VARIOUS DEPTS - VARIOUS SUPPLIES
10/31/15	54909	BOSS INC	\$2,713.63	VARIOUS DEPTS - VARIOUS SUPPLIES
10/31/15	54910	BROSZ ENGINEERING INC.	\$14,677.50	BRIDGE/BAKER LAKE - VARIOUS SRVCS
10/31/15	54911	BRUCO INC.	\$32.88	BLDG MAINT- DUST PANS (4)
10/31/15	54912	CARLA BROWN	\$462.93	SR CIT- FALL TRANSPORTATION MGR
10/31/15	54913	CENTURYLINK	\$1,105.11	911 - EMERGENCY BUNDLE SERVICES
10/31/15	54914	CHARLES D LEE	\$1,025.32	911 - MT APCO MEETING HELENA
10/31/15	54915	CINDY IRGENS	\$42.08	BLDG MAINT- PARTY SUPPLIES
10/31/15	54916	CITY OF BAKER	\$500,000.00	PUB WRKS FAC - ASSIST W/ LAGOON
10/31/15	54917	CITY OF BAKER WATER DEPT.	\$2,503.46	VARIOUS DEPTS - UTILITIES
10/31/15	54918	CNH CAPITAL	\$2,598.46	ROAD - HUB, TIRE ASSY, PTO SHAFT
10/31/15	54919	CRITELLI COURIERS INC	\$115.00	LIBRY- BOOKS DELIVERY
10/31/15	54920	CROP PRODUCTION SERVICES	\$5,474.00	WEED - WEED CHEMICALS
10/31/15	54921	DANIEL BUERKLE	\$100.00	GAS TAX- SCORIA PIT RENTAL FEE
10/31/15	54922	DARCY L. WASSMANN, ATTORNEY	\$7,365.58	CO ATTY - XPENSES PER CONTRACT
10/31/15	54923	DARRYL ESPELAND DO	\$200.00	BRD OF HLTH - HEALTH OFFICER FEE
10/31/15	54924	DEAN AND KAREN WANG	\$100.00	GAS TAX- SCORIA PIT RENTAL FEE
10/31/15	54925	DEPARTMENT OF LABOR & INDUSTRY	\$240.00	BLDG MAINT- 2015 ELEVATOR INSPECTION
10/31/15	54926	DIAMOND J REDI-MIX LLC	\$9,676.50	PARKS/FAIR - FIBER MESH, CONCRETE
10/31/15	54927	DIRECT ELECTRIC INC	\$20,178.77	VARIOUS DEPTS - VARIOUS SUPPLIES/SRVC
10/31/15	54928	DOWL ENGINEERING	\$10,691.75	BAKER LAKE - PROFESSIONAL SERVICES
10/31/15	54929	DUWAYNE BOHLE	\$2,083.40	BLDG MAIN – BASEMENT VAULT SHELVING
10/31/15	54930	ELM USA INC.	\$73.95	LIBRY - ECOPRO PRO-KIT 800 MIN
10/31/15	54931	FALLON CO TREASURER	\$5,066.55	VARIOUS DEPTS - FUEL/SID TAXES
10/31/15	54932	FALLON COUNTY TIMES	\$2,586.75	VARIOUS DEPTS - VARIOUS ADS
10/31/15	54933	FALLON MEDICAL COMPLEX	\$8,378.18	VARIOUS DEPTS – SUPPLIES/SRVCS
10/31/15	54934	FOUR SEASONS TROPHIES	\$65.80	CO AGENT - LETTERING ON PLATES
10/31/15	54935	FSA - BILLINGS	\$528.07	COP - FROZEN PRISONER MEALS
10/31/15	54936	GLAXOSMITHKLINE PHARM.	\$216.90	H NRSE - HAVRIX VACS
10/31/15	54937	GLOBAL EQUIPMENT COMPANY	\$145.32	BLDG MAIN - RUBBERMAID SUPPLIES
10/31/15	54938	GLOBALSTAR USA	\$95.57	DES/911 - ORBIT 40 PLAN
10/31/15	54939	GRIFFITH EXCAVATING, INC.	\$950.00	FAIR/911 - REMOVE PORTABLE UNIT/DIKE
10/31/15	54940	GRIFFITH STEEL	\$31,957.00	ROAD/FAIR - ROOF REPAIRS
10/31/15	54941	I STATE TRUCK CENTER	\$92.82	ROAD - CONNECTORS/BLOWER MOTOR
10/31/15	54942	JERRID GEVING	\$258.75	FAIR- HS RODEO BID MTG TRAVEL RMB
10/31/15	54943	JODIE O'DONNELL	\$965.75	SLD-WSTE - BLDG DEMO REIM
10/31/15	54944	JOHN DEERE FINANCIAL	\$147.22	CMTRY - REVERSE BATTERY SWITCH/V-BELT
10/31/15	54945	JULIE STRAUB	\$498.96	HUM RSRCS- TRAVEL FOR TRNING
10/31/15	54946	KADRMAS LEE & JACKSON INC.	\$4,965.71	911/PLAN/SURV - DATA MAINT/SRVCS
10/31/15	54947	KB COMMERCIAL PRODUCTS	\$43.90	BLDG MAIN - VERSAMATIC VACUUM BAGS
10/31/15	54948	KENCO ENTERPRISES INC.	\$19,970.18	CAP PROJ - RFLE RNGE CCTV SYSTEM
10/31/15	54949	LAYTON HAMPTON INN	\$1,991.52	FAIR- CONVENTION MOTEL
10/31/15	54950	LTAP	\$950.00	ROAD- MACRS FALL MTG/FLAGGER CERT
10/31/15	54951	LYNDA HERBST	\$1,151.94	BLDG MAIN - SIGN, OCT CLEANING SRVCS
10/31/15	54952	M.S.U. EXTENSION SERVICE	\$1,750.00	CO AGENT - E.W SALARY
10/31/15	54953	MECHANICAL TECHNOLOGY INC.	\$2,672.00	BLD MAINT- REP COMBUSTION MOTOR
10/31/15	54954	MERCK & CO., INC.	\$2,134.20	H NRSE - GARDASIL, ROTATEQ VACS
10/31/15	54955	MICHAEL FREDERICK	\$70.00	LIBRY- SUPPLIES
10/31/15	54956	MONTANA DAKOTA UTILITIES	\$8,998.62	VARIOUS DEPTS - UTILITIES
10/31/15	54957	MONTANA LEGISLATIVE SERVICES DIV	\$550.00	CO ATTY - MCA CD/BOOKS

10/31/15	54958	MOTOR POWER EQUIPMENT	\$249.89	ROAD - TURN SIGNAL SWITCH
10/31/15	54959	MSU EXTENSION PUBLICATIONS	\$116.00	CO AGENT - PLANTS, SCRAPBOOK
10/31/15	54960	NACCTFO	\$75.00	TRES - 2015-2016 DUES
10/31/15	54961	NAXIN SAFETY	\$75.30	ROAD- FIRST AID SUPPLIES
10/31/15	54962	NICOLE BENEFIEL	\$21.75	JUST CRT- BRASS DOORBELL RMB
10/31/15	54963	NORMONT EQUIPMENT CO	\$366.96	ROAD - SPINDLE CASTER ASSY
10/31/15	54964	NORTHSIDE TRUCK & AUTO CENTER	\$1,745.52	VARIOUS DEPTS - VARIOUS SUPPLIES/SRVC
10/31/15	54965	PETTY CASH	\$489.64	VARIOUS DEPTS - STAMPS/MAILING/REG
10/31/15	54966	POWER PLAN	\$2,046.90	SLD-WSTE - FILTERS, TORQ - GARD OIL
10/31/15	54967	PRECISION PARTS & SUPPLY INC.	\$2,368.53	VARIOUS DEPTS - VARIOUS SUPPLIES
10/31/15	54968	PRIMO CLEANING SERVICES LLC	\$2,800.00	RET CMLPX- PVC CLEANING SRVCS
10/31/15	54969	REYNOLDS SUPERMARKET	\$639.06	VARIOUS DEPTS - VARIOUS SUPPLIES
10/31/15	54970	ROBERT WENZ	\$50.00	GAS TAX- SCORIA PIT RENTAL FEE
10/31/15	54971	ROBERTA ALLERDINGS	\$52.92	SR CIT- CLIENT TRAVEL
10/31/15	54972	SAFEGUARD BUSINESS SYSTEMS	\$389.36	TREAS- BM TAX STATEMENT A
10/31/15	54973	SANOFI PASTEUR, INC.	\$1,771.39	H NRSE- FLUZONE/MENACTRA VACS
10/31/15	54974	SECURUS TECHNOLOGIES	\$1,070.00	COP - PREPAID CARDS
10/31/15	54975	SEMASS	\$50.00	SUPT SCHLS - ANNUAL DUES
10/31/15	54976	SOUTHWEST BUSINESS MACHINES	\$2,395.78	VARIOUS DEPTS - VARIOUS SUPPLIES
10/31/15	54977	SPIFFY'S MOBIL 1 LUBE	\$891.45	SLD WSTE/AMB/WEED - VARIOUS SERVICES
10/31/15	54978	STACEY MOORE	\$53.28	LIBRY- SPOILED DVDS/PATRON PURCHASE
10/31/15	54979	STAHLY ENGINEERING & ASSOCIATES	\$15,155.40	CAP PROJ - SPLASH: SRVCS
10/31/15	54980	STAR PRINTING & OFFICE SUPPLY	\$306.73	VARIOUS DEPST - COPY COUNTS
10/31/15	54981	T W ENTERPRISES, INC	\$773.29	BLDG MAINT- SEMIANNUAL GENERATOR
10/31/15	54982	TAB ELECTRONICS INC	\$5,431.95	ROAD/911 - RADIO CHECK, INSTALL/CCSO
10/31/15	54983	THE CHEMNET CONSORTIUM INC.	\$35.00	E SFTY -P LAB & MRO SERVICES (C.B)
10/31/15	54984	THIRD SIGNAL, LLC	\$2,500.00	911- 911 PROJECT MANAGEMENT
10/31/15	54985	THYSSENKRUPP ELEVATOR	\$3,144.00	RET-CMLPX- REPAIRED DOORS/LOCKS
10/31/15	54986	TIRE-RAMA	\$8,623.20	ROAD - TIRES
10/31/15	54987	TRACTOR AND EQUIPMENT CO	\$4,630.43	ROAD- SUPPLIES
10/31/15	54988	UNIVISION	\$185.25	DSPTCH/COP - VELOCITY MONITORING
10/31/15	54989	VERIZON WIRELESS	\$56.45	CO AGENT - CELLULAR SERVICES
10/31/15	54990	VINING SPARKS	\$137.00	TREAS- INVESTING FEES
10/31/15	54991	WEST-TECH SUPPLY & SERVICES	\$1,578.33	ARPRT- ANNUAL TESTING
10/31/15	54992	WYRICK CONSTRUCTION	\$33,550.00	SLD WSTE- DIRT MOVING
TOTAL			\$784,276.50	

4:30PM EVENING RECESS

Commissioner Baldwin made the motion to recess for the evening. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

TUESDAY, NOVEMBER 3RD, 2015

9:00AM RECONVENE

Present: William Randash, Chairman; Steve Baldwin, Deb Ranum, Members; Lani DeBuhr, Clerk
FALLON COUNTY COURTHOUSE

9:00AM CITY OF BAKER PROJECT UPDATES

Present: Lance Wedemeyer, City of Baker Public Works Director; Clayton Hornung, City of Baker Mayor

Lance Wedemeyer gave the Commission updates on the City projects, stating all projects they have been working on this Spring/Summer are nearly complete. The Commission asked for documentation of the funds they have given the City for their projects. The Commission said this information is needed so they can present the ways they have assisted the City to the Legislative Body.

Clayton Hornung discussed future plans for the City's water line projects. He said the project will be dependent on the County funds available and when it begins it will be done in stages.

Upper Baker Lake- The Commission and Lance discussed the maintenance of the Upper Baker Lake gate and Lance expressed concern about it being maintained by the Sanitarian due to flood control potentially not being the Sanitarian's priority of that area. The Commission said the maintenance of the gate is currently done by the Department of Natural Resources (DNRC) but may change when the Baker Lake Mitigation project is complete. Lance suggested the Commission purchase a used excavator rather than continuing to pay for renting

an excavator as it would help him with cleaning the gate area. The Commission said the purchase of the excavator would be a City decision and it should be in line with the Capital Improvement Funds given to the City.

Sewer Line South of Town- Lance asked the Commission if the sewer line south of town is going to start being maintained by the City in accordance with an agreement that it would be turned over to the City in 10 years. Lance said the Sanitarian has discovered an issue in the area with a landowner tying into the main line without notifying the Department of Environmental Quality (DEQ) or the City of Baker and wants to know if he has the authority to address it. Lance said when someone taps into and extends a main line DEQ must be notified and often engineering is required.

10:00AM RIFLE RANGE LEGAL WAIVERS

Present: Jade Boggs, D&J Insurance Agent

The Commission and Jade Boggs discussed insurance and liability waivers for the Indoor Shooting Complex. Jade said the walk through with Rick Harper, EMC Insurance Loss Control Agent to assess loss control for the building went well and the only thing that is needed is to ensure the public is made aware of the rules and requirements when using the facility. Jade will send the complex's "rules" signage to Rick to review, this will help determine if more needs to be implemented other than posting the rules signs for liability purposes. The Shooting Range Board is working on creating a liability waiver and it will be given to Darcy Wassman, County Attorney for final approval.

Jade expressed concern that some of the County buildings are under-insured and other buildings don't need to be insured at all. Jade said Debbie Wyrick, Deputy Clerk and Recorder, is working with EMC Insurance to ensure the County has the correct insurance on all buildings now that the hail damage claims are nearly complete.

10:17am- Jade Boggs left the meeting.

10:20AM SHOOTING RANGE BOARD APPOINTMENT

The Commission received a letter of interest, dated November 2, 2015, from Carl Overland to serve on the Shooting Range Board.

Commissioner Ranum made the motion to appoint Carl Overland to serve on the Shooting Range Board effective November 3rd, 2015. Commissioner Baldwin seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

10:30AM BUDGET HEARING MOTOR VEHICLE DISPOSAL

Commissioner Baldwin made the motion to adopt the Budget Authority Resolution 2015-16 allocating monies received from the State of Montana-Motor Vehicle Disposal funds in the amount of \$403. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

**BUDGET AUTHORITY RESOLUTION
RESOLUTION NUMBER
2015-06**

WHEREAS, the County of Fallon is expected to received unanticipated from the State of Montana-Motor Vehicle Disposal funds in the amount of \$403.00 for which no provision was made in the 2016 Fiscal Year County budget; and

WHEREAS, Counties may appropriate State of Montana money received during the fiscal years by formal resolution,

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby appropriates the sum of \$403.00 and directs the County Clerk and Recorder to allocate said amount to the following program revenues and program expenditures activities:

REVENUE CODE 2830-335070 \$403.00


EXPENDITURE CODE 2830-430840-300 \$403.00

BE IT FURTHER RESOLVED that the above appropriation shall become effective on November 15, 2015.

BE IT FURTHER RESOLVED the Commission has directed the Clerk and Recorder to file this Resolution. Introduced and passed this 3rd day of November, 2015. Ayes: 3
Nays: 0 Absent: 0.



ATTEST:


Brenda J. Wood, Clerk and Recorder

**FALLON COUNTY COMMISSION
BAKER, MT**


William L. Randash, Chairman


Steve Baldwin, Member


Deb Ranum, Member

10:45AM BOARD OF HEALTH RESOLUTION

Commissioner Ranum made the motion to adopt the Budget Transfer Resolution 2015-08 transferring \$10,000 from the Clerk & Recorder's expense account to the Board of Health Grant expense account. Commissioner Baldwin seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

BUDGET TRANSFER RESOLUTION
RESOLUTION NUMBER
2015-08

WHEREAS, the County of Fallon will receive anticipated revenue from the State of Montana- DPHHS-Board of Health Grant funds in the amount of \$10,000.00 which was provided for in the 2016 Fiscal Year County budget; and

WHEREAS, the Clerk and Recorder did not budget for the expenditure side of the anticipated grant;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby directs the County Clerk and Recorder to allocate said program expenditures of \$10,000.00 be transferred from the Clerk and Recorder Budget to the Board of Health Budget;

EXPENDITURE CODE 1000-410500-110 CLERK AND RECORDER WAGES \$10,000.00

EXPENDITURE CODE 1000-440190-304 BOARD OF HEALTH GRANT \$10,000.00

BE IT FURTHER RESOLVED that the above appropriation shall become effective on November 3rd, 2015;

BE IT FURTHER RESOLVED the Commission has directed the Clerk and Recorder to file this Resolution. Introduced and passed this 3rd day of November, 2015. Ayes: 3
Nays: 0 Absent: 0.



ATTEST:


Brenda J. Wood, Clerk and Recorder

FALLON COUNTY COMMISSION
BAKER, MT


William L. Randash, Chairman


Steve Baldwin, Member


Deb Ranum, Member

11:00AM REC DEPARTMENT UPDATES

Present: Angie Rabbitt, Rec Dept. Director

Angie Rabbitt gave the Commission updates on the activities in the Rec. Department.

Container- Angie told the Commission she is installing one row of shelves in the container and is considering adding lights inside. Angie said there are electrical services nearby so adding lights would be easy to do.

11:30am- Angie Rabbit left the meeting.

11:30AM COMMISSION WORK SESSION

Fair- John Geving told the Commission he let the Fair Board use his camper during the Fair and when he came to pick it up the jacks were broke. He took it to Dickinson, ND to have it repaired and submitted a bill to the Fair Board to reimburse him for the repairs and mileage to take his camper to Dickinson. The Fair Board said they weren't sure how the jacks got broke as the camper wasn't used during the Fair and asked the Commission if they wanted the Fair to pay for the repairs. The Commission agreed to pay for the repairs as long as a receipt is given from the vendor who did the repairs and agreed to pay half of the mileage reimbursement requested.

Human Resources- The Commission reviewed and signed a Change of Rate of Pay Approval Form for Nicholas Eisele to pay him Coroner's Pay effective October 24, 2015.

Splash Park- The Commission reviewed and Commissioner Randash, as Chairman, signed the Pay App 4 from KO Construction for construction at the Splash Park.

Claim Approval- The Commission reviewed and approved the Bank of Baker Claim in the amount of \$10,000 to fund the Fallon County's Visa Card Checking Account.

Lower Baker Lake Dam- The Commission completed and Commissioner Randash, as Chairman, signed the High Hazard Owner's Plan to Meet Engineer's Report Recommendations for the Lower Baker Lake Dam. The report was mailed to Sam Johnson with the Montana Department of Natural Resources.

11:45am- Jon Brosz and Shannon Hewson with Brosz Engineering joined the meeting.

Jon Brosz and Shannon Hewson came in to ask to see the Capital Improvement Plan the Commission has been working on. The Commission showed them a rough draft copy of plan to review and said they will send them a copy of the final plan when it is complete.

12:00PM NOON RECESS

Commissioner Baldwin made the motion to take a noon recess. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

1:15pm- Jon Brosz and Shannon Hewson with Brosz Engineering entered the meeting.

1:15PM CITY OF BAKER UPDATES

Present: Clayton Hornung, City of Baker Mayor; Kevin Dukart, City of Baker Treasurer/Clerk

Baker Corridor Study- The Commission, Clayton Hornung and Kevin Dukart discussed the routes proposed by the Montana Department of Transportation in the Baker Corridor Study. The Commission said they feel the routes proposed are going to be too expensive and are thinking of less expensive ways to re-route truck traffic. Commissioner Randash shared his idea of having the route go down Rail Road Avenue. The challenges of the Burlington Northern Railroad cooperating and parking in that area were discussed. The Commission asked the City Representatives to submit their comments regarding the proposed plans by November 6th which is the comment deadline. Clayton said he will discuss it tomorrow night at the City Council meeting and invited Commissioner Randash to attend and explain his idea during public comment if he wished.

Financial Statements- The County has given the City \$3 million for infrastructure and an additional \$159,200 for various equipment in the past year. The County also pre-paid the City the estimate of what will be received for the water SIDS. The SID funds will be reimbursed back to the County once they are collected. The County just paid \$500,000 to the City for the lagoon improvements. Kevin will bring in a statement with further explanation of what funds the County has contributed to the City.

Splash Park Fencing- The Commission told Clayton that Malcolm Johnson expressed concern to them about the safety of the barbed wire fencing at the Splash Park. Malcolm said he spoke with Lance Wedemeyer about it and Lance told him he had smooth wire that could be used instead. Clayton said Malcolm talked to him about it also and he told Malcolm to talk to the County about it as it is their park. The Commission asked Clayton to discuss it with Lance to see if he has the smooth wire to replace the barbed wire fence.

1:37pm- Bobby Wiedmer, Road Supervisor, entered the meeting.

1:45pm- Clayton Hornung and Kevin Dukart left the meeting.

Baker Lake Spillway- Bobby Wiedmer said he went and looked at the spillway to determine the best way to clean it and discovered the center section is not concrete but dirt with rocks in it. Bobby said he won't be able to clean it out as he had planned but will have to cut the weeds down instead. Bobby said the area below the spillway is concrete and can be cleaned out although he isn't sure how he will get the material out of the channel. The Commission told Bobby to do what he can to clean the spillway.

Kramlick/Sparks Bridges- Jon Brosz and Shannon Hewson said they went and looked at the Kramlick and Sparks Box Culvert Bridges today and said the approach culvert on the south side of the Kramlick Box Culvert was set too high. They are going to talk to John Peila with Diamond J Construction about lowering it.

2:00pm- Bobby Wiedmer, Jon Brosz and Shannon Hewson left the meeting.

2:00PM PROJECT EXPENDITURE REVIEW

The Commission began reviewing the expenses incurred YTD for all capital improvement projects that have not been completed.

2:25pm- Pat Ehret, Fair Board Chairman, joined the meeting.

Pat Ehret asked the Commission to consider what they would be willing to spend towards the Montana State High School Finals Rodeo since they only have \$40,000 in their Fair budget to put towards it. The Commission said they would encourage the Fair Board to be wise with their spending towards the event but will support them in making sure the event has what it needs.

2:30pm- Pat Ehret left the meeting.

2:30PM PROJECT EXPENDITURE REVIEW CONTINUED

The Commission continued to review the capital improvement project expenses.

3:45PM FOOD BOOTH DISCUSSION

Present: Terry Sukut, JGA

Terry Sukut presented the Commission with the design and drawings for the Food Booth's at the Fairgrounds. The Commission reviewed the drawings and suggested changing the layout of the buildings to allow the covered seating to be closer to the court yard area and Terry said he could adjust the drawings to reflect this change. Terry gave the Commission a cost breakdown of replacing both buildings separately or building them both at the same time. The Commission reviewed the figures and Terry explained all associated costs in detail. The total cost to construct both buildings and a separate covered eating area was \$1.14 million, this includes construction of all 3 structures, all kitchen equipment, all interior fixtures and finishing, engineering, demolition, concrete, site/prep work and funds for contingencies.

Commissioner Ranum made the motion to proceed with the construction of the Food Stands and Covered Eating Area as per Terry Sukut's designs and projected costs. Commissioner Baldwin seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

5:00PM EVENING RECESS

Commissioner Baldwin made the motion to recess for the evening. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

WEDNESDAY, NOVEMBER 4th, 2015

9:00AM RECONVENE

Present: William Randash, Chairman; Steve Baldwin, Deb Ranum, Members; Lani DeBuhr, Clerk
FALLON COUNTY COURTHOUSE

9:00AM PARKS UPDATE

The meeting was cancelled by Scott Rabbitt, Parks Director.

9:18am- Lyle Neary joined the meeting.

Lyle Neary came in to tell the Commission that Steve Herbst and Pete Herbst have a curb and gutter machine and may be interested in submitting a bid for the CTEP project when it goes back out to bid. The Commission thanked Lyle for letting them know and will be sure to notify them when it goes back out to bid.

9:30AM SPECIAL PROJECT UPDATES

Present: DuWayne Bohle, Special Project Maintenance Worker

Indoor Shooting Complex Bathrooms- The Commission asked DuWayne to contact Griffith Steel to find out when the outdoor bathrooms and extending sidewalks will be completed. According to the Fish, Wildlife and Parks grant the concrete work and bathroom needs to be completed by June 1, 2016.

Parks Toro Mower- DuWayne said the Parks Department has a Toro mower they can give to another Department. DuWayne suggested taking the Toro mower and using it as the Shooting Range mower and taking the mower deck off the John Deere and putting the broom and plow on it to remove snow at the Shooting Range. The Commission agreed and told DuWayne to go look at the condition of the Toro Mower and take it if he thinks it would work well at the Shooting Range and then to get the John Deere ready to remove snow.

9:45AM CLOSED SESSION/JOB APPRAISAL

10:00AM UPDATED HEALTH NURSE JOB DESCRIPTION DISCUSSION & REVIEW

The meeting was cancelled by Julie Straub, Human Resource Manager. Julie gave the Commission the updated job description to review. The Commission reviewed and approved the job description. The Commission wanted it noted the approval of the updated job description does not automatically approve wage increases to the position.

10:30AM CAPITAL IMPROVEMENT PLAN WORK SESSION

Present: Jason Rittal, Eastern Plains Economic Development Corporation (EPEDC) Executive Director

Jason Rittal and the Commission reviewed and discussed the Capital Improvement Plan and made the following changes:

City of Baker- FY2015-16 reduced to \$500,000 for the Lagoon Project; FY2016-17 increased to \$1.25 million in anticipation of committing the funds to their water/sewer project.

Airport- FY2018-19 added \$153,000 for the local share of the 2019 Taxi Lane project.

Truck Route- The title of the description was changed from By-Pass to Truck Route as the By-Pass proposals are too expensive for the County to pursue. Funds assigned to the project were reduced to a total of \$1 million to pay for a more reasonable way to re-route truck traffic. The Commission and Jason discussed the issue that will still be present with Burlington Northern Santa Fe (BNSF) blocking the tracks. Jason suggested the

Commission begin writing letters on a consistent basis to BNSF reminding them of the danger they impose on the County citizens when the tracks are blocked.

Plevna- All funds assigned to Plevna were removed as Plevna said they are not in need of any capital improvement funds at this time.

Fallon Co WSD-Stanhope- The total amount assigned to this project was increased from \$1.3 to \$2.2 million due to High Plains Group no longer contributing funds to the project as originally expected.

Fair- The total amount assigned to the Fair was increased from \$2.2 to \$2.3 million to pay for constructing the Food Booths, a covered seating area and a new exhibit hall over a 5 year period.

11:45AM COMMISSION WORK SESSION

Baker Corridor Study- The Commission wrote and mailed a letter to Corrina Collins with the Montana Department of Transportation regarding their thoughts about the Baker Corridor Study proposed routes and gave alternate suggestions.

12:00PM NOON RECESS

Commission Baldwin made the motion take a noon recess. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

1:30PM FALLON COUNTY SEWER WATER DISTRICT UPDATES

Present: Jason Rittal, Eastern Plains Economic Development Corporation (EPEDC) Executive Director

Guest: Richard Menger, Sanitarian

Jason Rittal spoke to Patrick Shumacker and Chuck Davison with High Plains Group about the project and what they could contribute towards it. Jason said they offered to give the county access to their property via easements and at Final Plat Approval for their development they would pay \$100,000 back to Fallon County. Jason said if the Commission was agreeable to this he suggested they have Darcy Wassman, County Attorney, draft an agreement for High Plains Group and Fallon County to enter into.

Jason said Stahly Engineering is still waiting for Brosz Engineering to send them the CAD files for the project. Jason said Stahly Engineering plans to look at options other than what Brosz Engineering designed to determine the best way to complete the project. Jason said if the designs from Brosz Engineering are not received soon he suggests having Stahly Engineering redesign the project to avoid the costs associated with bidding it late. Jason said the plan is to do the project in two phases with Phase I being funded by the grants received and the County contributing to Phase II.

1:45pm- Mona Madler, SMART Executive Director, entered the meeting.

1:45pm- The Commission and Jason called Ryan Rittal with Stahly Engineering and Ryan joined the meeting via conference call.

The Commission called Ryan Rittal to ask him what the next step is for the project, particularly what needs to be done before snow arrives. Ryan said Geotech should be finalizing their report this week and the topographic and boundary surveys are the next things to be done. Ryan said doing the boundary survey right away will help them map out the easements that will be needed. After these two surveys are complete then they can lay out an alignment for the system. Jason asked Ryan to submit a quote for these two surveys as soon as he can and then the Commission can give their approval to move forward. Ryan said he can do that and will also let the Commission know where he is with the plans once the CAD files are received from Brosz Engineering.

1:55pm- Ryan Rittal ended the conversation thereby leaving the meeting.

2:00pm- Richard Menger left the meeting.

2:00PM CAPITAL IMPROVEMENT PLAN FINAL APPROVAL

Present: Jason Rittal, Eastern Plains Economic Development Corporation (EPEDC) Executive Director

Jason Rittal gave the Commission a copy of the Final Capital Improvement Plan to review. The Commission reviewed the plan.

2:30pm- Jason Rittal left the meeting.

2:30pm- Andy Fujimori, IT Tech, joined the meeting.

Shooting Range Update- Andy Fujimori gave the Commission updates on the wiring of cameras outside the Dispatch Center. Andy said he is installing the point to point wireless system tomorrow and then will be able to connect the Kenco Security System at the Shooting Range. After this is complete Kenco Security will train Andy, Don Dilworth, IT Tech and any other employees on how to use the system.

Purchase Request- Andy asked the Commission for permission to purchase office equipment from Southwest Business Machines in the amount of \$1,514. The Commission gave their approval.

2:35pm- Mona Madler said she asked the Chamber of Commerce what members they have that offer state rates and was told Jackson Village, Pat O'Donnell's Bunk House and Montana Motel offer state rates.

2:45pm- The Commission received a letter dated November 4, 2015 from Kevin J. Dukart, City of Baker Clerk/Treasurer, detailing the funds the County has given to the City in the past year.

Clayton Hornung, Mayor
Steve Fradenburgh, Council
Scott Anderson, Council
Brandon R. Schmidt, Council
Rick A. Schell, Council



Lance Wedemeyer,
Public Works Director
Kevin Dukart, Clerk/Treasurer
Albert R. Batterman, City Attorney

Fax - 406-778-2192 Office Phone - 406-778-2692 Shop Phone - 406-778-2713 e-mail - cibaker@midrivers.com

Fallon County Commissioners:

November 4, 2015

RE: County financial contributions to the City of Baker.

November 2011 \$1,000,000.00, June of 2012 \$1,000,000.00, and June of 2013 \$1,000,000.00 these for the airport water line project and the City wide sewer line rehabilitation.

November 2015 \$500,000.00 this to be applied to the sewer line extension to TransCanada man camp and lagoon expansion. (Note TransCanada also contributed to the City of Baker \$950,000.00 for the project.)

Funds granted by Fallon County for miscellaneous equipment, December 2014 Vermeer sewer vacuum \$72,400.00, January 2015 Pathfinder sewer line camera \$48,800.00, February and April 2015 one 1991 and one 1985 Ford dump truck \$23,000.00, October 2014 cost share on a 2014 Chevrolet police pickup \$15,000.00.

Final costs for airport water line was \$174,565.40, Final costs for sewer rehab was \$3,633,900.00, and to date costs for the Lagoon Expansion which includes the sewer line to the man camp are \$1,482,817.00.

Total county contributions for Water and Sewer Infrastructure beginning November 2011. \$3,500,000.00, and for miscellaneous equipment \$159,200.00.

If you have any questions regarding this correspondence do not hesitate to contact me.

Thank you for your support to the City of Baker,

A handwritten signature in black ink, appearing to read "KD", is written over a horizontal line.

Kevin J. Dukart
City Clerk/Treasurer

CC: Mayor Clayton Hornung, Baker City Council.

P.O. BOX 1512

City of Baker
EEO

BAKER, MONTANA 59313

3:00pm- Nathan B. Adams, US Senator Steve Daines' Field Representative, came to introduce himself to the Commission and let them know the activities Senator Daines is involved in and the things he has been working on.

3:15PM COUNTY ADMINISTRATOR JOB DESCRIPTION DISCUSSION

Present: Julie Straub, Human Resource Manager, Brenda Wood, Clerk & Recorder; Debbie Wyrick, Deputy Clerk & Recorder

Guests: Fallon County Employees/Elected Officials- Trent Harbaugh, Nic Eisele, Brenda Flint, Mindi Murnion, Sharon Schwartz, Julie Post, Maggie Bainter, Andy Fujimori, Lynda Herbst, Nicole Benefiel, Jerrie Newell; Darcy Wassman, County Attorney; Sandy Kinsey, Fallon County Study Commission Representative; Sherry Vogel, Fallon County Times Reporter; Darlene Hornung, Fallon County Times Publisher; Mona Madler, SMART Executive Director

Julie Straub announced to the people present that this time is set for her to develop the job description with the Commission and it isn't the time to make comments. She suggested if anyone present would like to make comments that they attend the Department Head meeting later in the day or make an appointment with the Commission.

The Commission and Julie Straub discussed the job description and made minor changes. Julie reviewed a similar job description the Commission gave her and compared it to the one she wrote. Julie said they need to ensure the job description has detailed job duties and is specific in the essential functions of the job. She said this is important in the event they have to make reasonable accommodations to someone according to ADA standards or if recruitment of the job was challenged. She said if the work isn't defined well there is no accurate way to evaluate, discipline or extend a probation for an employee either.

The changes to the job description were to eliminate the supervision of Department Heads and to include the necessity of this job having a strong presence at the legislative level. The Commission and Julie discussed what the majority of this person's time would be spent on and Julie will ensure this is reflected in the job description. Julie said the person hired would receive benefits and sick/vacation time in accordance with Fallon County policy. The Commission and Julie discussed the title of the position and Julie wants to make sure the job title reflects the duties that are done. Julie said she will make the necessary changes and the Commission will discuss the salary more in depth for the next meeting.

4:00PM COUNTY ADMINISTRATOR DISCUSSION WITH FALLON COUNTY TIMES

Present: Sherry Vogel, Fallon County Times Reporter; Darlene Hornung, Fallon County Times Publisher

Darlene Hornung and Sherry Vogel met with the Commission to gather information on the County Administrator position since they have been receiving calls from the public asking them about it. Darlene Hornung asked the Commission why they are creating this position. The Commission said the main purpose of creating this position is to have a voice at the State level that would speak on behalf of Eastern Montana. They said currently 53% of the oil/gas/coal revenue goes to the State rather than a larger portion of it staying in our region. The Commission said in the last legislature a measure was brought forth to increase the amount of money that goes back to Eastern Montana and it was vetoed by the Governor. They hope with having a strong voice in legislature these things may change along with protecting what the County and region currently have. The Commission said they are confident the schools, surrounding towns and counties could take advantage of having this person speak on their behalf at the legislative level as well and it would create a unified voice for all. The Commission said they don't take advantage of the grant's available and would like this person to do grant writing in hopes the County would receive grant funding. The Commission said the job description isn't finalized and things could change before it is. Sherry Vogel asked what kind of qualifications the Commission is looking for. The Commission said they would like someone with a Master's Degree, experience and who is familiar with the Region. Darlene Hornung asked if this person would be a liaison with the Commission. The Commission said yes in some ways but they have a job to do and don't want to lose communication with their people. Sherry Vogel asked if the Commission had someone in mind for the position and the Commission said anyone is welcome to apply.

4:00pm – Bobby Wiedmer, Road Supervisor, joined the meeting.

The Commission opened up the discussion for comments from those present. Those present asked questions about the job description and voiced their ideas and concerns.

4:25pm- Stacey Moore, Library Director and Eric Kary, Golf Course Manager, joined the meeting.

A summary of the concerns and comments brought forth to the Commission were:

- Making sure the form of government doesn't change if this person is hired.
- Making sure there isn't duplication of duties between this person and the Commission.
- It was recommended the County not pay for all the salary of position if the person would help other counties with lobbying. The county getting help should help pay for position.
- It was recommended the Commission hire a lobbyist only and not a County Administrator position.
- It was suggested the position shouldn't supervise Department Heads but rather if the Commission has an issue or concern with a Department Head or Elected Official they should speak directly to them.
- There was concern that many of the duties don't warrant the high salary of a lobbyist and they aren't consistent with lobbyist duties. It was suggested the job have two pay scales, one that pays a higher wage for when the person is doing lobbyist duties and a lower wage for administrative duties.
- It was suggested the Commission keep the employees and Department Heads better informed of things they are working on that will affect them and the Commission agreed.

4:45PM EVENING RECESS

Commissioner Baldwin made the motion to adjourn the meeting. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

9:00AM RECONVENE

Present: William Randash, Chairman; Steve Baldwin, Deb Ranum, Members; Lani DeBuhr, Clerk
FALLON COUNTY COURTHOUSE

9:00AM OUTSIDE BUILDING MAINTENANCE UPDATES

Present: Joe Janz, Outside Building Maintenance Supervisor

Joe Janz gave the Commission updates on what he has been working on in the Outside Building Maintenance Department and at the Fairgrounds. Joe said he had to replace the door on the Toro and his equipment is ready for snow removal. The Commission asked Joe to talk to Scott Rabbitt about removing the docks from the lake before it freezes. Joe said he and DuWayne Bohle took the older mower from the Parks Department to the Rifle Range yesterday and said it is in good condition. Joe said he is going to pick up the cab that goes with it today. Joe asked the Commission if he could hire someone to cut the tree down by the Lambert House and they gave him permission. Joe asked if he could talk with Lisa Mitchell, Ambulance Director, about moving the ambulance trailer to the County yard since snow removal will begin soon and the Commission said they would like him to do that.

9:30AM MUSEUM UPDATES

Present: Karen Banister, Museum Curator

Karen Banister gave the Commission updates on the activities at the Museum. Karen said all buildings are closed except the main building because of the cold weather. Karen said the stones the Boy Scouts put around the flag pole are crumbling and asked if the Commission wanted her to replace them. The Commission asked Karen to talk to Jody Strand, previous Museum Curator, to find out who was involved in that project and possibly have them repair or replace the stones. Karen said in October there was probably 20 people who came in and she had a family come in yesterday from Wibaux. Karen asked what the Commission wanted her to do in replacing the carpet on the ramp going into the main building and they told her to talk to Joe Janz about it. The Commission suggested possibly having the ramp made into a cement ramp when the sidewalks are done in the spring and Karen will discuss this with Joe. Karen said she is planning on repainting the entrance doors in the jail during the spring as they are in rough shape.

10:20AM FALLON MEDICAL COMPLEX (FMC) UPDATES

Present: David Espeland, FMC CEO

FMC Basement Project- David Espeland gave the Commission updates on the FMC Basement project and said the projected completion date of Mid-December completion is still feasible. David said they are staying within their budget but are close to using the amount they had set aside for contingencies. David said there are more drainage issues they have contacted Diamond J Construction about but haven't gotten cooperation from them so they are making plans to address them themselves. The Commission and David discussed the project to extend the walk way at Parkview Complex that Chad from Jackson Contractor Group is putting a design together for. David said there are items they will no longer need after the project is finished such as a water heater, air compressor, laundry sink and a safe they plan to send to auction or give to the County. The Commission asked David to send pictures of the items and they will have Lani DeBuhr email them to Department Heads before slating them for auction.

Griffith Steel Apartments- David asked the Commission what kind of agreement they had made with Griffith Steel regarding the apartments they constructed by Park View. David said Griffith Steel poured a concrete slab over gravel. The slab comes right over the property line and the gravel is already washing out from under the slab. David is concerned about the slab eventually shifting and sliding towards the landscaping of Parkview. The Commission said the agreement was just giving him permission to build up to the property line and told David to talk to Richard Griffith about his concerns.

Financials- They are ahead in their budget for this time of year. The 2014-15 project funds from the mill is gone. Due to having to pay Medicare back for the increase

Staffing- David said they are still struggling with recruiting staff although their pay is higher than average and because of this they are having to pay for traveling staff which affects the budget.

Quality of Care- David said a letter was sent to the Sikorski family notifying them they were investigating the allegations of the poor care they say their mother received and will make meaningful changes in areas that need it. David said by law they have to assess the care they give to patients and they do this by sending a survey to patients asking them about the care they received at FMC. David said over the last several years they have ranked high in all the areas.

Non-Profit Survey- David said a survey is required every year for FMC to maintain their non-profit designation. Because of this a survey will be sent out by a third party to people in the area of FMC to ask about

the services FMC offers. David asked the Commission to let people know the reason for the survey if they receive one.

Parkview Complex Rent- The Commission asked David about possibly raising the rent at the Parkview Complex. David encouraged the Commission to look at the expenses incurred to operate it and compare it to the rents to determine if rents need to be increased. The Commission said if the rent was increased it would be a small amount so it isn't a burden for the residents and David agreed. David gave the Commission a copy of the Parkview Rent Analysis report he gave them on March 8, 2013 to review again.

11:00AM CLOSED/HIPPA

12:30PM ADJOURN

Commissioner Baldwin made the motion to adjourn the meeting. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

ADJOURN
s/William L. Randash, Chairman

MINUTE TAKER:
s/Lani J. DeBuhr, Clerk

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