

9:00AM CONVENE

Present: William Randash, Chairman; Deb Ranum, Member; Lani DeBuhr, Clerk

Absent: Steve Baldwin, Member

FALLON COUNTY COURTHOUSE

9:05am- Dave Havens, Member of the Public, entered the meeting.

9:00AM COMMISSION MINUTES APPROVAL

Commissioner Ranum made the motion to approve the September 28th-October 2nd, 2015 Commission Minutes with amendments. 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.

9:30AM REVIEW SEPTEMBER TIME SHEETS

The Commission reviewed & approved September 2015 time sheets, payroll & withholdings in the amount of \$491,576.32 and they are as follows:

DIRECT DEPOSITS ONLY

Date	Name	Amount
9/30/15	BAINTER, MAGGIE M	\$ 2,545.39
9/30/15	BALDWIN, STEVEN S	\$ 3,750.30
9/30/15	BANISTER, KAREN A	\$ 2,131.97
9/30/15	BENEFIEL, NICOLE M	\$ 1,360.40
9/30/15	BERTSCH, KELI R	\$ 1,279.66
9/30/15	BROWN, CARLA F	\$ 2,871.52
9/30/15	BRUHA, DOUGLAS K	\$ 3,587.74
9/30/15	BUMGARDNER, HUGO F	\$ 2,514.83
9/30/15	BUTORI, DALE R	\$ 3,548.83
9/30/15	BUTORI, DANIELLE F	\$ 1,144.60
9/30/15	CHRIST, PAUL M	\$ 2,194.04
9/30/15	COOPER, JESSICA M	\$ 2,596.84
9/30/15	CUPPY, KIMBERLY A	\$ 4,294.69
9/30/15	DAVIS, TIFFANY A	\$ 2,345.33
9/30/15	DEBUHR, LANI J	\$ 2,301.01
9/30/15	DIETZ, CLINTON A	\$ 3,282.21
9/30/15	DULIN, LISA J	\$ 2,186.91
9/30/15	EISELE, NICHOLAS P	\$ 3,859.19
9/30/15	FLINT, BRENDA K	\$ 2,918.33
9/30/15	FUJIMORI, ANDY I	\$ 2,561.59
9/30/15	GRUBE, MARY E	\$ 2,346.64
9/30/15	GRUBE, TIMOTHY R	\$ 3,730.43
9/30/15	HALL, DAVID J	\$ 3,201.65
9/30/15	HERBST, LYNDA M	\$ 2,462.19
9/30/15	HESS, TROY D	\$ 3,604.42
9/30/15	HIGGINS, ALBA E	\$ 3,469.80
9/30/15	IRGENS, CINDY J	\$ 1,591.86
9/30/15	JANZ, JOE M	\$ 3,678.10
9/30/15	JENSEN, KIMBERLY B	\$ 2,590.01
9/30/15	JEPPESEN, MIKAYLA F	\$ 1,759.73
9/30/15	JOHNSON, JESSICA M	\$ 1,251.61
9/30/15	JORGENSON, BRITTANIE R	\$ 2,270.98
9/30/15	KACHEL, THOMAS D	\$ 2,899.29
9/30/15	KETTERLING, BARBARA E	\$ 2,947.64
9/30/15	KIRSCHTEN, MICHAEL	\$ 2,272.07
9/30/15	KLANG, BARBARA A	\$ 3,214.42
9/30/15	LACROIX, JACOB L	\$ 2,590.28
9/30/15	LAGASSE, ROBERTA R	\$ 2,331.57

9/30/15	LECHLER, BARBARA A	\$	2,646.57
9/30/15	LEE, CHARLES D	\$	2,285.76
9/30/15	MEGGERS, BETH L	\$	1,992.39
9/30/15	MEGGERS, ROGER D	\$	1,363.34
9/30/15	MENGER, RICHARD A	\$	2,495.38
9/30/15	MOORE, STACEY L	\$	2,453.33
9/30/15	MUCKLE, THOMAS A	\$	84.45
9/30/15	MURNION, MINDI	\$	1,640.65
9/30/15	NEWELL, JERALDINE A	\$	1,183.46
9/30/15	NEWELL, KATHERINE L	\$	2,012.30
9/30/15	OVERN, MITCHELL L	\$	3,111.79
9/30/15	PINKEY, ADAM J	\$	3,499.48
9/30/15	POST, JULIE M	\$	1,891.35
9/30/15	POWERS, JESSICA E	\$	2,681.56
9/30/15	RANDASH, WILLIAM L	\$	3,138.59
9/30/15	RANUM, DEBRA A	\$	3,229.23
9/30/15	REISSIG, TOBY J	\$	2,578.49
9/30/15	ROBBINS, DELAYNE J	\$	2,297.28
9/30/15	SAGGIO, KIM M	\$	2,653.18
9/30/15	SCHMIDT, DIANA L	\$	2,166.59
9/30/15	SCHWARTZ, SHARON K	\$	2,242.74
9/30/15	SHIPMAN, TRICIA L	\$	1,216.68
9/30/15	SIELER, KENDALL S	\$	3,501.70
9/30/15	SIELER, MARK E	\$	2,905.28
9/30/15	SMITH, SUZANNE K	\$	2,821.54
9/30/15	STRAUB, JULIE M	\$	3,033.22
9/30/15	WASSMANN, DARCY L	\$	5,232.98
9/30/15	WELLS, VICTOR B	\$	3,195.78
9/30/15	WENZ, MARILYN M	\$	2,082.02
9/30/15	WIEDMER, BOBBY A	\$	3,946.78
9/30/15	WILDISH, DOUGLAS W	\$	3,238.28
9/30/15	WILKIE HOEGER, BRENDA L	\$	2,550.41
9/30/15	WIMAN JR, KENNETH P	\$	3,221.86
9/30/15	WIMAN, DEBI K	\$	3,439.61
9/30/15	WOOD, BRENDA J	\$	2,613.64
9/30/15	WYRICK, DEBORAH D	\$	2,715.33

BALANCE OF PAYROLL & WITHHOLDINGS

Date	Check #	Payee	Amount
9/30/15	36687	WELLS, MARY KIESHA	\$ 701.10
9/30/15	36688	GREENLEE, ERNA	\$ 159.90
9/30/15	36689	HARBAUGH, TRENTON C	\$ 3,746.87
9/30/15	36690	HAUKE, LUKE E	\$ 153.48
9/30/15	36691	JOHNSON, MICHAEL P	\$ 108.37
9/30/15	36692	MUCKLE, DEY J	\$ 233.13
9/30/15	36693	BARRETT CHASKA, LINDSAY L	\$ 490.99
9/30/15	36694	CHASKA, RODNEY J	\$ 507.16
9/30/15	36695	KILSDONK, RODNEY H JR	\$ 1,631.42
9/30/15	36696	KILSDONK, SCOTT	\$ 1,698.47
9/30/15	36697	MITCHELL, LISA R	\$ 2,468.64
9/30/15	36698	MORRIS, PATRICIA A	\$ 509.79
9/30/15	36699	PANKRATZ, LAURIE M	\$ 180.56
9/30/15	36700	RYDEN, MARY LOU	\$ 389.98
9/30/15	36701	SCHWARTZ, BRIDGET L	\$ 778.93
9/30/15	36702	GRAY, ROSCOE J	\$ 2,774.56
9/30/15	36703	MAIER, ROLAND R	\$ 3,290.19

9/30/15	36704	DAHL, EILEEN I	\$	874.13
9/30/15	36705	DAHL, LARRY J	\$	699.76
9/30/15	36706	FELT, IVEN L	\$	2,493.19
9/30/15	36707	HOENKE, CHANSE N	\$	1,543.69
9/30/15	36708	BERGER, SARA E	\$	1,722.38
9/30/15	36709	RISHLING, BRITTANY M	\$	2,219.93
9/30/15	36710	ALLERDINGS, ROBERTA A	\$	214.93
9/30/15	36711	FUCHS, PAULA L	\$	713.57
9/30/15	36712	HAVENS, MARY ALICE	\$	113.18
9/30/15	36713	LOVEC, JEANETTE J	\$	278.68
9/30/15	36714	MILLER, ROBIN L	\$	2,222.65
9/30/15	36715	BETTENHAUSEN, DARBY L	\$	335.55
9/30/15	36716	BOHLE, DuWAYNE W	\$	1,976.11
9/30/15	36717	BLOHM, MANDY J	\$	880.91
9/30/15	36718	EHRET, JANICE E	\$	138.87
9/30/15	36719	PERRY, MARIAH B	\$	1,031.76
9/30/15	36720	PINNOW, VIVIAN A	\$	152.14
9/30/15	36721	HUNT, JUDY L	\$	1,261.66
9/30/15	36722	HOVERSLAND, JAY W	\$	96.97
9/30/15	36723	KARY, ERIC J	\$	3,187.78
9/30/15	36724	VAN ZEE, DERYK E	\$	40.63
9/30/15	36725	KENNEL, LINDA M	\$	333.54
9/30/15	36726	MEGGERS, DARIN R	\$	944.23
9/30/15	36727	AFLAC GROUP INSURANCE	\$	667.23
9/30/15	36728	EMPLOYEE BENEFITS MGMT.	\$	2,051.65
9/30/15	36729	FALLON CO TREASURER	\$	179,523.48
9/30/15	36730	FALLON COUNTY FEDERAL CR UNION	\$	4,652.00
9/30/15	36731	FALLON COUNTY HEALTH INS.	\$	47,012.18
9/30/15	36733	FRIENDS OF FMC FOUNDATION	\$	60.00
9/30/15	36734	LIBERTY NATIONAL LIFE INSURANCE CO	\$	2,092.73
9/30/15	36735	MACo HEALTH CARE TRUST	\$	2,699.00
9/30/15	36736	MONTANA CSED	\$	199.00
9/30/15	36737	RECOVERY RESOURCES, LLC	\$	375.13
9/30/15	36738	VICTORY INS CO WORKMANS COMP	\$	14,073.05
		TOTAL	\$	491,576.32

9:20am- Mary Grube, Planner Administrative Assistant, joined the meeting.

Mary Grube gave the Commission the letter her and Susan Swimley, Contracted Attorney, wrote to Trotter & Associates, Inc. regarding the items on the June, July and August invoices the Commission want clarification on. The Commission and Mary reviewed the letter and will ask Susan to send the letter on behalf of the Commission.

Mary said there is a large volume of Flood Plain work that needs to be done and Forrest Sanderson with KLJ will be doing the work.

9:35am- Mary Grube left the meeting.

9:40am- Mike Kirschten, Shooting Range Board Member, joined the meeting.

Mike Kirschten came in and gave the Commission his letter of resignation from the Shooting Range Board. Mike said he will be happy to help if needed but cannot be the point man at this time.

9:50pm- Mike Kirschten left the meeting.

Commissioner Ranum made the motion to accept Mike Kirschten’s resignation from the Shooting Range Board. 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.

10:00AM ROAD UPDATES

Present: Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Supervisor

Alba Higgins gave the Commission updates on the equipment and vehicles that are being serviced or repaired by him and Mitch Overn, Road Department Mechanic.

10:00am- Angie Rabbitt, Rec Dept. Director, joined the meeting.

Rec Dept. Container- Angie Rabbitt said she would like to have the container located at the baseball field. She said it would be inside the fence that is padlocked when not in use and the field has cameras in the event vandalism were to occur. She said because the Commission was concerned it would be an eyesore at the ball field she got a quote to side it or paint it. The cost to side it would be \$5,000 and the cost to paint it would be \$1,000. The Commission told Angie to have it placed at the ball field and will wait to see what it looks like before making a decision on if it should be sided or painted.

10:15am- Angie Rabbitt left the meeting.

10:20am- Shannon Hewson with Brosz Engineering joined the meeting.

10:20am- Alba Higgins left the meeting.

North Business Frontage Road- The Commission suggested Bobby Wiedmer take care of Jay Quenzer's issue and leave the road as is. Bobby would like to address the road, talk to the business owners and decide if the owners will stop parking on the road and the County will maintain it. The Commission asked Shannon Hewson if he knew if it was a petitioned road or if they have an easement for it. Shannon said technically the street is plotted but he doesn't think the County built the road. Shannon suggested Darcy Wassman, County Attorney, research the origin of the road and determine if the County is responsible for it. Shannon said if it is a County road the County could vacate the street and it would go to the landowners. Shannon said if this were to happen the Montana Department of Transportation would have to be consulted as they may require it to remain a frontage road although it may be argued a frontage road isn't necessary due to the amount of approaches off the highway to the businesses.

Sparks and Kramlick Box Culverts- Both bridges are almost done.

NAPA Retaining Wall- Shannon said a pipe that drains the parking lot was covered up during construction. The location of the pipe wasn't disclosed to Shannon prior to the project and they will need to find it now. Shannon is going to meet with Ken Schell to try and determine where the drain is located. Erosion control mats will be laid down today and then it will be complete.

Prairie Ave. Culvert- The culvert is going to be a metal pipe with a drop inlet in it and could take 3 weeks to get. Dave Havens said he and Shannon will work together after the culvert is installed to determine what additional asphaltting and drainage needs to be done in his parking lot.

Trans-Canada Bridges- Out of the 7 bridges Trans-Canada agreed to replace, 6 of them have permits and 1 still needs to be permitted. The permits were issued in January 2015 and are good for 3 years. The Commission, Shannon, and Bobby discussed the timeline of when Trans-Canada would be able to fund these bridges and determined it will most likely be after and if a new administration approves the Keystone Pipeline which would put the project past the 3 year deadline. Shannon thinks it won't be as easy to get Army Corps of Engineer permits for box culverts in the future and suggested the Commission make plans to replace the below par bridges such as the Westmore Bridge and the Cooper Bridge. The Commission agreed and would like to work on getting those bridges replaced and possibly recover some of the costs if the Keystone Pipeline is approved. The Commission will also move forward in getting the last bridge permitted.

Spillway- The Commission would like the spillway cleaned before it freezes. Bobby will contact a contractor to clean it out. The Commission will talk to Mary Grube, Planner Administrative Assistant, about getting a permit to do the work.

Baker Corridor Study- Shannon and the Commission discussed the feasibility of the Baker Corridor Study. Due to the cost of the project the Commission and Shannon discussed alternatives to deal with the truck traffic. The Commission asked Shannon to go look at the Railroad Ave. to see if that could be a solution to the truck traffic.

11:10am- Bobby Wiedmer and Shannon Hewson left the meeting.

11:10AM SHERIFF DEPARTMENT SCHEDULE CHANGES AND OVERTIME DISCUSSION

Present: Trent Harbaugh, Sheriff; Nic Eisele, Undersheriff; Julie Straub, Human Resource Manager

Julie Straub told the Commission the work week for the Sheriff's Department has been adjusted now that they have over 5 employees in their Department. Julie said the Fair Labors Standard Act allows them to change the work period so that overtime is not accrued easily. The new work period for Detention Officers is 168 hours in a 28 day period and the Deputies work period is 119 hours in a 21 day period. Nic Eisele gave the Commission the schedule for the Detention Officers and Sheriff's Deputies. Nic said when all the Detention

Officers are hired and trained they should have plenty of coverage and won't incur overtime unless an emergency arises. Trent Harbaugh said the only reason the deputies would receive overtime is if they are called out to respond to an incident and to cover Victor's shifts when he serves on the National Guard. Trent said they will try to keep the overtime to a minimum but they are an emergency service so things may come up that are unexpected.

Coroner Pay and Training- Nic is going to the Coroner academy in January and is already doing Coroner work. Because of this Trent would like Nic to receive the stipend of \$1000/year for the coroner duties and he has budgeted for it.

Wand System- The wand system is here and as soon as the Detention Officers are working it will be installed.

Cell Repairs- Trent is going to contact Steve Zachman to find out when he will be able to repair the cell.

10:35am Trent Harbaugh and Nic Eisele left the meeting.

10:35AM CLOSED/RECRUTIMENT

12:00PM NOON RECESS

Commissioner Ranum made the motion to recess for lunch. 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.

1:10pm- Jason Rittal and Dave Havens entered the meeting.

1:15PM FAIR MANAGER JOB DESCRIPTION REVIEW

Present: Julie Straub, Human Resource Manager

Julie Straub has done a job audit with Barb Lechler, Fair Manager, and is working on re-writing the job description. The Commission and Julie discussed ways in which the position should be supervised and how job assessments should be done. The Commission and Julie discussed the exempt status of the position and Julie said there are some rules that may be adopted in the future that would make this position non-exempt. The Commission expressed concern about having to pay overtime to people who were given a higher wage because they were exempt and would not accrue overtime.

1:40pm- Julie Straub left the meeting.

1:30PM LOBBYIST/ADMINISTRATIVE OFFICER DISCUSSION

Present: Jason Rittal, Eastern Plains Economic Development Corp Executive Director

The Commission met with Jason Rittal to discuss the possibility of him working for Fallon County as an Administrative Officer. The Commission asked Julie Straub to do research on what an Administrative Officer's job duties are, the qualifications it requires and the average pay for the position. They will discuss this in more detail when that information is received.

2:30PM MINUTES/OPEN MEETING DISCUSSION

The Commission asked Jason for clarification on what needs to be included in the Commissioner's minutes and what can be omitted. Jason said anything pertinent to the Commission making a decision or taking action needs to go in the minutes. General discussion and updates on County activities can be generalized in the minutes as specific details are not necessary if what is discussed or presented doesn't lead to the Commission taking action or making a decision. Discussion regarding matters unrelated to the Commission or County do not need to be included in the minutes.

3:00PM SEPTEMBER CLAIMS APPROVAL

The Commission reviewed and approved the September End of Month Claims in the amount of \$254,154.34 and they are filed in the Clerk & Recorder's Office.

**Fallon County
September 30th, 2015
EOM CHECK REGISTER**

Date	WRT #	Payee	Amount	Description
9/30/15	54723	ALBA HIGGINS	\$20.00	SR CIT - SR BUS: FUEL TO PICK UP
9/30/15	54724	AMAZON CREDIT PLAN	\$830.18	LIBRY/DES - BOOKS/PAPER ADDRESS BOOKS
9/30/15	54725	AMERIPRIDE	\$55.89	FAIR - MOP, MAT, TOWELS LAUNDRY
9/30/15	54726	AUDIO EDITIONS	\$25.60	LIBRY - BADLANDS (CDS)
9/30/15	54727	B & B SEPTIC SERVICES INC.	\$970.00	VARIOUS DEPTS - PORTABLE TOILET SERVICES
9/30/15	54728	BAKER FURNITURE CO. INC.	\$824.95	COMM/BLDG MAIN - FRIDGE/WASHING MACHINE
9/30/15	54729	BARB KETTERLING	\$1,213.18	TRES - CONVENTION IN HELENA REIM

9/30/15	54730	BARNES & NOBLE INC	\$396.73	LIBRY - BOOKS
9/30/15	54731	BIG SKY MINI BARNS	\$2,000.00	CLK & REC - DEPOSIT WORKSTATIONS (6)
9/30/15	54732	BISMARCK TRIBUNE	\$411.00	MUSEUM - VARIOUS ADS
9/30/15	54733	BOSS INC	\$2,556.65	VARIOUS DEPTS - VARIOUS SUPPLIES
9/30/15	54734	BROSZ ENGINEERING INC.	\$27,097.50	VARIOUS DEPTS - PROFESSIONAL SERVICES
9/30/15	54735	BRUCO INC.	\$554.02	BLDG MAIN/H NRSE - CAN LINERS, TISSUE, OXIVIR
9/30/15	54736	BUMBLE BEE FLORAL	\$50.00	MUSEUM - FLOWER ARRANGEMENT (R.B)
9/30/15	54737	CENGAGE LEARNING	\$394.27	LIBRY - BOOKS
9/30/15	54738	CENTURYLINK	\$1,105.11	911 - EMERGENCY BUNDLE SERVICES
9/30/15	54739	CHARLES D LEE	\$901.03	911/DES - TRAVEL, REGISTRATION
9/30/15	54740	CITY OF BAKER WATER DEPT.	\$3,082.91	VARIOUS DEPTS - UTILITIES
9/30/15	54741	CNH CAPITAL	\$473.94	ROAD - OIL SEALS, SNAP RING, BEARINGS
9/30/15	54742	D & J INSURANCE	\$344.00	VARIOUS DEPTS - INSURANCE
9/30/15	54743	DARCY L. WASSMANN	\$7,365.58	CO ATTY - EXPENSES PER CONTRACT
9/30/15	54744	DARRYL ESPELAND DO	\$200.00	BRD OF HLTH - HEALTH OFFICER FEES
9/30/15	54745	DEBI WIMAN	\$50.00	PLAN/SURV - RETIREMENT CAKE (M.D)
9/30/15	54746	DEMCO INC.	\$273.89	LIBRY - BOOK COVERS, FILE CASE, LABELS, DVD
9/30/15	54747	DIAMOND J REDI-MIX LLC	\$1,732.00	BAKER LAKE - SIDEWALK: FIBER MESH
9/30/15	54748	DIRECT ELECTRIC INC	\$2,801.81	VARIOUS DEPTS - SUPPLIES/SERVICES
9/30/15	54749	DISTRIBUTION NOW	\$65.40	WEED - GLOVES
9/30/15	54750	EBSO SUBSCRIPTION SERV.	\$29.00	LIBRY - PRACTICAL HOMESCHOOLING
9/30/15	54751	ELIN WESTOVER	\$39.68	CO AGENT - WATER TESTING & RANCH VISIT
9/30/15	54752	EQUITY COOPERATIVE ASSN.	\$276.80	FAIR/CMTRY - BARN LIME/DURANGO
9/30/15	54753	FALLON CO HEALTH DEPT	\$249.00	E SFTY - TWINRIX FOR (M.P)
9/30/15	54754	FALLON CO TREASURER	\$5,127.01	VARIOUS DEPTS - AUGUST FUEL
9/30/15	54755	FALLON COUNTY TIMES	\$9,265.07	VARIOUS DEPTS - VARIOUS ADS
9/30/15	54756	FALLON MEDICAL COMPLEX	\$5,139.00	SR CIT - MEALS
9/30/15	54757	FCCOA FUNDRAISING ACCOUNT	\$67.41	SR CIT - POSTAGE
9/30/15	54758	GAMUT CONSTRUCTION	\$20,838.00	PARKS/BAKER LAKE - RENTAL/LANDSCAPING
9/30/15	54759	GRAINGER	\$133.20	BLDG MAIN - SHOE COVERS
9/30/15	54760	GRANITE PEAK PUMP SERVICE, INC.	\$947.04	GOLF - VALVE/PUMP INSTALLED/TESTED
9/30/15	54761	GRIFFITH EXCAVATING, INC.	\$1,490.00	BRIDGE/FAIR - REPLACE CULVERT/RENT
9/30/15	54762	GRIFFITH RENTAL	\$1,125.00	VARIOUS DEPTS - EXCAVATOR RENT
9/30/15	54763	GRIFFITH STEEL	\$45,950.00	VARIOIUS DEPTS - VARIOUS SERVICES
9/30/15	54764	HUFFORD SAND & GRAVEL	\$1,004.40	PARKS/CAP PROJ - STEEL SIGN
9/30/15	54765	I STATE TRUCK CENTER	\$236.40	ROAD - COOLANT RETELLA
9/30/15	54766	J RIEGER LLC	\$720.00	CLK&REC - FIXED ASSETS WORK
9/30/15	54767	JERALDINE NEWELL	\$2,704.41	DIST CRT - CONFERENCE JUSTICE SYSTEMS
9/30/15	54768	JOHN DEERE FINANCIAL	\$989.32	VARIOUS DEPTS - VARIOUS SUPPLIES
9/30/15	54769	JULIE POST	\$115.00	TRES - COVENTION IN HELENA MEAL REIM
9/30/15	54770	JULIE STRAUB	\$49.96	BLDG MAIN - POWERADD CHARGERS & CORDS (2)
9/30/15	54771	KADRMAS LEE & JACKSON INC.	\$279.48	911 - GIS DATA MAINTENANCE
9/30/15	54772	KENCO ENTERPRISES INC.	\$305.00	MUSEUM - SERVICE ALARM SYSTEM
9/30/15	54773	KINSEY AUCTIONEERS	\$7,709.66	VARIOUS DEPTS - AUCTION COMMISSION
9/30/15	54774	LYNDA HERBST	\$1,125.00	H NRSE - CLEANING SERVICES 9/1-9/30
9/30/15	54775	M.S.U. EXTENSION SERVICE	\$1,870.00	CO AGENT - SALARY FOR (E.WESTOVER)
9/30/15	54776	MARK SIELER	\$49.95	ROAD - BUCKET SEAT APRON
9/30/15	54777	MELBY'S SEAMLESS GUTTERS	\$3,805.00	ROAD - GUTTERS AND DOWNSPOUTS
9/30/15	54778	MIDLAND IMPLEMENT COMPANY	\$4,613.41	VARIOUS DEPST - VARIOUS SUPPLIES
9/30/15	54779	MOM'S LAUNDRY LLC	\$339.50	FAIR - LAUNDRY SERVICES
9/30/15	54780	MONTANA ASSOCIATION OF COUNTIES	\$165.00	COMM - MACO ANNUAL CONFERENCE DUES
9/30/15	54781	MONTANA DAKOTA UTILITIES	\$10,580.42	VARIOUS DEPTS - UTILITIES
9/30/15	54782	MONTANA LEGISLATIVE SERVICES DIV	\$1,750.00	VARIOUS DEPTS - MT CODE ANNOTATED
9/30/15	54783	MONTANA MOTEL	\$333.84	FAIR - LODGING PIPPY THE CLOWN
9/30/15	54784	MORGAN HICKEY	\$50.00	FAIR - HORSE STALL RETURN
9/30/15	54785	MOTOR POWER EQUIPMENT	\$207.73	ROAD - DRYER, EXHAUST
9/30/15	54786	MSU EXTENSION PUBLICATIONS	\$53.22	CO AGENT - BLUE MSU PENS (100)
9/30/15	54787	NORMONT EQUIPMENT CO	\$3,407.24	ROAD - NUT, SPINDLES
9/30/15	54788	NORTHSIDE TRUCK & AUTO CENTER	\$877.60	VARIOUS DEPTS - VARIOUS SUPPLIES/SERVICES
9/30/15	54789	NORTHWEST PLAYGROUND EQUIPMENT	\$225.37	PARKS - CLEAR OVAL BUBBLE
9/30/15	54790	PETTY CASH	\$1,602.33	VARIOUS DEPTS - MAILING, POSTAGE, TITLES
9/30/15	54791	PRECISION PARTS & SUPPLY INC.	\$2,086.13	VARIOUS DEPTS - SUPPLIES
9/30/15	54792	QUAD-K SUPPLY	\$80.00	BLDG MAIN - PAPER TOWEL ROLLS
9/30/15	54793	REYNOLDS SUPERMARKET	\$806.68	VARIOUS DEPTS - SUPPLIES
9/30/15	54794	RICHARD MENGER	\$661.82	SAINT - FOOD SEMINAR HELENA REIM
9/30/15	54795	ROBERTA ALLERDINGS	\$68.45	SR CIT - CLIENT TRAVEL

9/30/15	54796	ROCKY MOUNTAIN ASS N OF FAIRS	\$1,600.00	FAIR - REGIST. 90TH ANNUAL CONVENTION
9/30/15	54797	ROSEBUD COUNTY CLERK & RECORDER	\$60.74	PROB OFFCR - E REGION JUVENILE DETENTION
9/30/15	54798	SEW WHAT CUSTOM EMBROIDERY	\$11,807.38	FAIR/ER MED - SERVICES/SUPPLIES
9/30/15	54799	SIMPLEXGRINNELL	\$565.76	BLDG MAIN - DRY SPRINKLER INSPECTION
9/30/15	54800	SOUTHWEST BUSINESS MACHINES	\$15,319.14	VARIOUS DEPTS - SUPPLIES/SERVICES
9/30/15	54801	STACEY MOORE	\$496.09	LIBRY - VARIOUS SUPPLIES/MEETING
9/30/15	54802	STAHLY ENGINEERING & ASSOCIATES INC.	\$12,859.92	CAP PROJ - SPRAYGROUND INSPECTION
9/30/15	54803	TAB ELECTRONICS INC	\$738.55	SHRFF - F150: REMOVE SUPPLIES
9/30/15	54804	THE SUPPLY CACHE, INC.	\$5,792.64	CO RURAL FIRE - SHOVELS/BACKPACKS
9/30/15	54805	THEE BODY SHOP	\$600.00	PARKS - OVERSPRAY BUFF & CLEAN
9/30/15	54806	TONYA ENGLAND	\$1,610.00	SLD-WSTE - HALF OF DEMO FEE
9/30/15	54807	TOWN OF PLEVNA	\$390.00	COMM - SALE OF AUCTION ITEMS
9/30/15	54808	TRACTOR AND EQUIPMENT CO	\$1,594.45	SLD-WSTE/ROAD - SWITCH, BATTERIES/GLASS
9/30/15	54809	UNIVISION	\$185.25	DSPTCHRS/COP - VELOCITY REMOTE MGMT
9/30/15	54810	US POSTAL SERVICE	\$908.50	TRES - FOREVER ENVELOPES WINDOW (3 BXS)
9/30/15	54811	VERIZON WIRELESS	\$92.52	SHRFF/CO AGENT - INTERNET/CELL SERVICES
9/30/15	54812	WILLARD'S GARAGE & RHINO LINING	\$1,041.63	SR CIT - SR BUS: INTER LIFT LOCK REPLACEMENT
9/30/15	54813	WILLIAM RANDASH	\$3,017.60	FAIR - CONVENTION AIRLINE TICKETS (8)
9/30/15	54814	ZACHMANN CONSTRUCTION	\$130.00	SHRFF - MINI SPLIT IN IT CLOSET
TOTAL			\$254,154.34	

5:00PM EVENING RECESS

Commissioner Ranum made the motion to recess for the evening. 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.

TUESDAY, OCTOBER 6TH, 2015

9:00AM RECONVENE

Present: William Randash, Chairman; Deb Ranum, Member; Lani DeBuhr, Clerk

Absent: Steve Baldwin, Member

FALLON COUNTY COURTHOUSE

9:00am- Dave Havens, Member of the Public, entered the meeting.

9:00AM OUTSIDE BUILDING MAINTENANCE UPDATES

Present: Joe Janz, Outside Building Maintenance Supervisor

Joe Janz gave the Commission updates on what he has been doing in the Outside Building Maintenance Department. The Commission and Joe discussed the grounds equipment at the Rifle Range and Joe said another mower may be needed there in the future. The Commission said it would be wise to see if any other departments have mowers they plan on sending to the auction and if so giving it to the Rifle Range instead.

9:20am- Joe Janz left the meeting.

9:30AM UPPER AND LOWER LAKE MAINTENANCE

Present: Mary Grube, Planner Administrative Assistant

Upper and Lower Lake Gate- Rich Menger, Sanitarian, had requested to be given the authority to maintain the gate between the Upper and Lower Lake but the Emergency Action Plan specifies the City of Baker will work with the Department of Natural Resource and Conservation (DNRC) to maintain the gate. Mary Grube said the Emergency Action Plan needs to be updated and the Commission would like Mary to talk to Forrest Sanderson, Contracted Planner, about working on updating it.

Spillway- Mary said Forrest suggested have Shannon Hewson with Brosz Engineering send an amended permit application for the permit issued when the spillway was dredged rather than having to get a brand new permit to clean the spillway. The Commission will contact Shannon to begin this process.

Safety Committee- Mary told the Commission she resigned from the Safety Committee and has discussed the reasons why with the Safety Coordinator, Julie Straub.

10:00AM LUTHERAN FOOD BOOTH DISCUSSION

Present: Tom Rodriguez, Jerrid Geving, Pat Ehret, Lani DeBuhr, Fair Board Members; Reba Kolasch, American Lutheran Church

The Fair Board members met to speak to the Commission about the Lutheran Food Booth Plan. Jerrid Geving said there was confusion on whether the building would have to go out to bid and the Commission said the building has to go out to bid since the cost to build it will exceed \$80,000. Jerrid gave the Commission the drawing of building from the Lutheran's to review. The Commission told everyone present that Griffith Steel sent a letter to the Commission stating they don't want to be a part of the project at this time. Because of this the Commission will have the architect who designed the grandstands look at the plan and possibly design it since he is familiar with the water drainage issues in the area.

10:15am- Rich Menger, Sanitarian, entered the meeting.

The Fair Board members said construction on the building will be postponed until next year if their bid for the Montana State High School Finals Rodeo is accepted due to the building not being finished in time for the Rodeo. The Fair Board members said if their bid isn't accepted the building will be constructed this year with an August 5th, 2016 deadline date. The Commission suggested having one Fair Board Member, one Commissioner and one Lutheran Board Member work together on the project from this point forward

10:15am- Bud Anderson with the TransCanada Project entered the meeting.

10:25am- Tom Rodriguez, Pat Ehret, Jerrid Geving, Rich Menger and Reba Kolasch left the meeting.

Bud Anderson with the TransCanada Project came in to thank the Commission for the relationship he has had with them over the years and said he will continue to update them with Keystone Pipeline activities.

10:30AM REVIEW BRIDGE INSPECTION ASSESSMENTS

The Commission reviewed the Bridge Inspection Assessments issued by the Montana Department of Transportation for the following bridges: Pennel Creek Bridge, E. Fork Beaver Creek Bridge, Stark Ranch Bridge, Beaver Creek Bridge, Cabin Creek Bridge and Little Beaver Creek Bridge. Pennel Creek Bridge, E. Fork Beaver Creek Bridge and Stark Ranch Bridge were cited for having deficiencies. The Commission gave copies of the inspection assessments to Bobby Wiedmer, Road Supervisor, to review.

11:00AM REC DEPARTMENT UPDATES

Present: Angie Rabbitt, Rec Department Director

Angie Rabbitt gave the Commission a report on what she learned at the National Convention she went to in Las Vegas. She said there were several things presented she would like to implement in Fallon County. Angie said she is interested in getting a Recreation Management Software Program as it would help with operational efficiency, streamlining programs, make it easy for parents to register and make payments when signing their kids up for an activity. She will be researching the different programs to find the best fit for her needs and her budget.

Angie gave updates on the activities and programs the Rec Department has offered this month. Angie said she is asking the Baker City Council to approve her part-time help receiving holiday pay and wants to do this to show her appreciate for them. Angie said Sheila O'Conner is a coach for two sports and receives the \$599 stipend for coaching each sport. Angie said the reason she set the stipend at \$599 was so the coaches wouldn't have to pay taxes on their coaching wages. Angie asked if Sheila could be paid \$599 from the County directly for one sport and the City pay \$599 for the other sport so Sheila doesn't have to pay taxes on her coaching wages and the Commission didn't object to this idea.

11:30am- Angie Rabbitt left the meeting.

11:30am- Dale Butori joined the meeting.

Dale Butori came in to ask what expense account his trailer should be paid out of and the Commission told Dale to ask Brenda Wood, Clerk and Recorder, about where it should be paid out of. The Commission discussed the quotes Dale received for the trailer and how he received the quotes.

Dale asked if he was still considered the DES Director, Chuck Lee's, Deputy in order to determine if he has to take personal vacation time to go to a FEMA Emergency Training in Alabama. The Commission said he doesn't have to take vacation time since he is still acting as Chuck's Deputy.

11:45AM PARKVIEW RENT DISCUSSION

The Commission discussed the potential of increasing the rent due to inflation. The Commission will discuss this with David Espeland, Fallon Medical Complex CEO and Selena Nelson, Fallon Medical Complex CFO.

12:00pm- Dan Forbes with the TransCanada Project came in to see the Commission. Dan said he is Bud Anderson's replacement and has been working on Keystone Pipeline permitting.

12:15PM NOON RECESS

Commissioner Ranum 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 CITY OF BAKER UPDATES

Meeting canceled due to Mayor Clayton Hornung being out of town.

2:00PM DENBURY RESOURCES DISCUSSION

Present: Donna Lawrence, Denbury Resources Manager, Property Tax ; Lisa Rieger, Department of Revenue Appraiser; Brenda Wood, Clerk and Recorder; Barb Ketterling; Chris Kendall, Denbury Senior Vice President and COO, Matt Dahan, Denbury Vice President-North Region

The Denbury Representatives met with the Commission to gather information on how the reduced oil and gas revenues impact the County. The Denbury Representatives and the Commission discussed the ways the CO2 pipeline they are working on bringing through Fallon County would boost the economy and help offset the loss of oil and gas revenues.

2:30pm- Donna Lawrence, Matt Dahan, Chris Kendall, Barb Ketterling, Brenda Wood and Lisa Rieger left the meeting.

2:30PM BOARD RESOLUTION WORK SESSION

The Commission identified what County Boards are Advisory or Administrative and began working on creating a resolution rough draft that will govern each type of Board. The Commission asked Lani DeBuhr, Clerk, to begin working with Darcy Wassman, County Attorney, to draft a final resolution that can be adopted for each Board.

4:00PM LUTHERAN FOOD BUILDING DISCUSSION

Present: Terry Sukut, JGA Architects Engineers Planners President/Project Manager; Reba Kolasch, American Lutheran Church, Jerrid Geving, Fair Board Member

The Commission, Reba Kolasch, Jerrid Geving and Terry Sukut met to discuss the Lutheran Food Building plans and design. They discussed the layout and how it would impact the future Taco Stand area as well. Terry will create a drawing and bring it into the Commission to review.

5:00PM EVENING RECESS

Commissioner Ranum made the motion to recess for the evening. 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.

WEDNESDAY, OCTOBER 7TH, 2015

9:00AM RECONVENE

Present: Steve Baldwin, Deb Ranum, Members; Lani DeBuhr, Clerk

Absent: William Randash, Chairman

FALLON COUNTY COURTHOUSE

9:00am- Dave Havens, Member of the Public, entered the meeting.

9:00AM PARK UPDATES

Present: Scott Rabbit, Parks Director

Iron Horse Park- Scott Rabbitt came in to give the Commission updates on the construction activities at Iron Horse Park. Scott said a change order to the Splash Park Project may be submitted due to his request to add rebar to the ground mix in order to help with the shifting of the soil. Scott said he was advised to remove the water features every year to keep them out of the winter elements and to clean and wax them. Scott said he could have his summer help come in at Christmas time and do the waxing and cleaning every year. The Commission asked Scott if it was possible to make the Iron Horse Park sign more visible.

Purchase Requests- Scott told the Commission he was going to the 2015 MT IDRPA Conference in Bozeman this month. Scott asked the Commission permission to purchase picnic tables, benches and garbage cans for the Iron Horse Park. The Commission gave Scott permission to purchase them and advised Scott to reach out to other departments to see if they want to order these types of items at the same time to save money.

Scott gave the Commission a quote from Midland Implement for a new mower and asked permission to purchase it. The Commission asked Scott if he had a mower he would be getting rid of and Scott said yes, he has

a mower that can go to another department. He said the mower is in good working condition but cannot handle the broom attachment he uses. The Commission suggested sending it to the Hospital.

Commissioner Baldwin made the motion to purchase the Toro Groundsmaster 7210 for the Parks Department. Commissioner Ranum seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

The Commission and Scott talked about him handling the weeds differently so they don't get out of hand next year.

9:30AM SPECIAL PROJECTS UPDATES

Present: DuWayne Bohle, Special Projects Technician

DuWayne Bohle came in to give the Commission updates on the Indoor Shooting Complex. DuWayne said there are bubbles on the archery side and pistol side floors. He said the lobby floor isn't sealed yet and there is a portion of the pistol side that still needs to be done.

DuWayne told the Commission he will have to special order the shelving for the Courthouse Basement Vault.

10:00AM APPOINT BOARD MEMBERS

The Commission received a letter of interest from Kirk J. Lineback to serve on the Shooting Range Board. There were no letters of interest submitted for the other Board Vacancies.

Commissioner Ranum made the motion to appoint Kirk J. Lineback to serve on the Shooting Range Board until June 30, 2017. Commissioner Baldwin seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

10:30AM CLOSED SESSION/HIPPA

10:30AM LOBBYIST/ADMINISTRATIVE OFFICER JOB AUDIT

This meeting was moved to Thursday, October 8th at 1:15pm.

11:00AM EXTENSION UPDATES

Present: Elin Kittelmann, Fallon County Extension Agent

4-H Position- Elin Kittelmann said Sharon Schwartz, 4-H Program Assistant, is planning on retiring in January. Elin would like to begin recruiting for the position as soon as possible since January is a busy month. The Commission said they would like to review the amount of work that position entails and the wage before making a decision on recruitment. Elin told the Commission the various duties the position entails and said if a fulltime person wasn't hired she wouldn't be able to pick up the extra work. The Commission asked if the State would have anything to do with the position and Elin said no but if the County wanted them to contribute to the wages of the position it is a two year process. Elin said she will use Sharon's old job description and update it for the Commission to review.

Farmers Market- Elin is in the planning stages of bringing a Farmers Market to Baker and asked the Commission for their support. The Farmer's Market would be for one Saturday next September and may continue if there is enough interest.

11:20am- Elin Kittelmann left the meeting.

12:00PM NOON RECESS

Commissioner Baldwin made the motion to take a noon recess. Commissioner Ranum seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

1:15pm Don Dilworth, IT Tech, joined the meeting.

Don Dilworth asked the Commission for approval to purchase backup software for the new server and the Commission gave their approval.

1:15PM COMMISSIONER WORK SESSION

AGREEMENTS-

Congregate and Home Delivered Meals Agreement- The Commission reviewed and Commissioner Randash, as Chairman, signed the Congregate and Home Delivered Meals Agreement effective July 1, 2015 with Fallon Medical Complex to serve meals to the elderly, 60 years of age and older at \$9.00 per meal.

CORRESPONDANCE-

The Commission received a message from Barb Lechler, Fair Manager, regarding John and DeeDee Geving's camper jacks needing to be repaired after having their camper set at the Fair. The Commission discussed it and will ask the Fair Board what they think needs to be done if anything.

The Commission received a letter from Penny Sikorski regarding the poor care her mother received at Fallon Medical Center. They will forward the letter to the Hospital Board and ask them to address the issues.

The Commission received a letter dated October 5, 2015 from Griffith Steel notifying them they will no longer be involved with the Lutheran Food Booth project due to issues not being resolved in order for the project to be completed by June 1, 2016.

MISCELLANEOUS-

Iron Horse Splash Park Pay App- The Commission reviewed and Commissioner Randash, as Chairman, signed Pay Application #3 from KO Construction LLC for construction on the Iron Horse Splash Park.

Kramlick and Sparks Bridge Pay App- The Commission reviewed and Commissioner Randash, as Chairman, signed Pay Application #2 from Diamond J Construction for construction on the Kramlick and Sparks Bridges.

Employee Evaluation- The Commission reviewed and completed Employee Appraisal Forms for DuWayne Bohle, Special Projects Technician.

DEPARTMENT REPORTS/NOTICES-

The Commission reviewed Department Reports, Newsletters and Notices.

REVENUES-

The Commission reviewed the revenues received during the week.

GENERAL JOURNAL ENTRY APPROVAL-

The Commission reviewed and Commissioner Randash, as Chairman, signed the following Journal Entries: Journal #180- Moving various claims for various reasons; Journal #181- Moving various Fairgrounds claims to correct accounts; Journal #183- Moving various Golf Course claims to correct accounts; Journal #186- Correct Solid Waste Journal #185; Journal #187- Move Baker Rural Fire claim from one account to another.

EMAILS-

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

3:00PM CLOSED SESSION/HIPPA

4:00PM IT TECH DEPT.

Present: Andy Fujimori, IT Tech

Andy Fujimori told the Commission the cameras at the Trap Shooting area of Rifle Range need a phone line ran to them. Andy suggested splicing into the Indoor Shooting Complex phone line and running it to the cameras in the Trap Shooting area and the Commission agreed. Andy will contact Mid-Rivers to do the splicing.

4:00PM COMMISSIONER WORK SESSION CONTINUED

The Commission and Lani DeBuhr went to the Rifle Range to look at the condition of the floor and toured Iron Horse Park.

5:00PM EVENING RECESS

Commissioner Baldwin made the motion to recess for the evening. Commissioner Ranum seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

THURSDAY, OCTOBER 8TH, 2015

9:00AM RECONVENE

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

9:00AM PLANNER UPDATES

Present: Mary Grube, Planner Administrative Assistant; Forrest Sanderson, Contracted Planner with KLJ

Planning Fees- Forrest Sanderson gave the Commission a draft of the new proposed planning fees for them to review. Forrest said the intent of the fees is to cover all or the majority of the costs the County incurs to perform the functions for landowners prescribed in Montana law. Forrest said the current fees are set too low and because of this the taxpayers in general are having to subsidize development activities. Forrest recommends the new fees be implemented for a year and then review the fees in a year's time to see if any minor adjustments need to be made. The Commission and Forrest discussed no longer charging for the Pre-Application Conference Fee. Forrest encouraged the Commission not to charge for it as it will encourage people to come in and talk to the Planner and leave informed. Forrest said he would rather get the right information to the landowner to start with then them trying to gather information from other sources and be misinformed. Commissioner Ranum disagreed and said the County should continue to charge for it as it shows a commitment

from the landowner in return for the time it will take for Mary or Forrest to meet with the person. Commissioner Ranum also said if people don't need to pay for the conference the Plat Status Report may get filled up with landowners who are just curious about development and don't proceed with their plans. Forrest said that issue could be addressed administratively by setting a deadline for action after the pre-application conference and suggested a 180 day deadline. If the landowner doesn't take the next step within the 180 days their name will be purged from the list. Commissioner Baldwin and Commissioner Randash agreed with Forrest and suggested not charging a Pre-Application Conference Fee. Commissioner Baldwin said they will recoup the cost of not charging for it with a Final Plat fee being implemented. The Planning Fee Public Hearing will be October 26th, 2015 at 11:30am.

Planning Department Updates- Forrest and Mary gave the Commission updates on the activities of the Planning Department.

9:30AM LANDFILL UPDATES

Present: Tom Kachel, Landfill Manager

Landfill Updates- Tom Kachel gave the Commission updates on the activities at the Landfill. Tom and the Commission discussed an outstanding debt of \$45,000 that he asked Darcy Wassman, County Attorney, to help him collect. Tom said he needs to resurface his roads with scoria and the Commission told him to contact Wyrick Construction to get scoria. Tom said he will need to get dirt from Wyrick Construction also since he hasn't had to dig pits lately and the Commission gave him approval to do this.

Scraper- The Commission and Tom discussed cross-training Paul Christ, Landfill employee, on operating the Scraper. The Commission told Tom to discuss it with Julie Straub as Paul's job description and rate of pay may need to change if he starts doing operator duties.

9:45am- Andy Fujimori, IT Tech, joined the meeting.

Andy Fujimori came in to ask the Commission for permission to purchase a Point to Point Wireless System for the Rifle Range instead of splicing the phone line. Andy said he and Don Dilworth, IT Tech, think the system will provide a stronger connectivity and they can install it. Andy asked the Commission if he could also purchase a laptop computer for diagnosis purposes when he goes to different sites. The Commission gave Andy permission to purchase both items.

10:00am- Andy Fujimori left the meeting.

10:00AM FALLON MEDICAL COMPLEX (FMC) UPDATES

Present: David Espeland, FMC CEO; Selena Nelson, FMC COO

Commission Minutes- Selena Nelson said there was information in the minutes that was published in the newspaper that caused FMC grief. The Commission said they have to abide by the open meeting laws and will ask Darcy Wassman, County Attorney, for further direction in this matter.

10:10am- Dave Havens left the meeting.

Financial Report- Selena gave the Commission a copy of the Fiscal Year End June 30, 2015 Board Financial Report and they reviewed it together. Selena said the auditors were here in September with no significant findings and will submit their report to FMC by December.

FMC Basement Project- David Espeland said the project is proceeding well and encouraged the Commission to visit the site.

Avera eEmergency Service and Pixcs Pharmacy Machine- The Helmsley Foundation is willing to help fund these services.

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

11:00AM GRAVEL BID DISCUSSION

The Commission called Bobby Wiedmer, Road Supervisor, to ask if he has heard back from Darcy Wassman, County Attorney, regarding the gravel bid and he said no. The Commission will discuss it with Darcy when she comes in next week for her Commission meeting.

11:45AM PUBLIC COMMENT

No one appeared for public comment.

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 COUNTY ADMINISTRATOR JOB DESCRIPTION DISCUSSION

Present: Julie Straub, Human Resource Manager

The Commission and Julie Straub met to discuss the job duties the County Administrator position would do. The duties the Commission would like the position to do are: write and administer grants, assist the Commission with various administrative duties, act as a Lobbyist on behalf of the Commission and Fallon County, assist the Commission in conducting their business under Montana Laws, possibly supervise Department Heads who are not elected officials, assist with public meetings, be a representative at City Council for the commission, work on projects, possibly represent the Commission and serve as their proxy at the state level when necessary, serve on councils or committees on behalf of the commission and work on the Capital Improvement Plan. The Commission and Julie discussed the qualifications required for this position. Julie suggested the position require a Bachelor's Degree with 5-7 years experience or possibly 3-5 years experience. Commissioner Ranum disagreed with the Bachelor's Degree being required and Julie said including it ensures good applicants apply. Commissioner Baldwin and Commissioner Randash said they want the Bachelor's Degree required. Julie will put together a rough draft job description for the Commission to review and give it to them next Tuesday.

1:40PM COMMISSIONER PROJECT/ROAD TOUR

The Commission and Lani DeBuhr left to tour County entities and projects.

4:20pm- Dave Havens entered the meeting.

4:30PM STUDY COMMISSION UPDATES

The meeting was canceled due to John Beach not coming in for meeting.

4:30PM MINUTES APPROVAL

Commissioner Baldwin made the motion to approve the November 3-6, 2014 Commission Minutes with amendments. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

4:40pm- Cliff Tudor joined the meeting.

Cliff Tudor came to ask if the Commission was unhappy with his work on the Tronstad Culverts. He heard second hand that they were upset with him but the Commission said no, they weren't. Cliff said he placed the culvert where he was told but is willing to help reset the culvert.

4:45pm- Cliff Tudor left the meeting.

5:00PM ADJOURN

Commissioner Baldwin made the motion to adjourn. 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