

**9:00AM CONVENE**

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

**GUEST:** Dave Havens, Member of the Public

**FALLON COUNTY COURTHOUSE**

**9:00AM FALLON COUNTY FIRE CHIEF RESIGNATION & APPOINTMENT**

**Present by phone conference: Tom Muckle, Fallon County Fire Chief**

Tom Muckle submitted a Letter of Resignation from being the Fallon County Fire Chief due to his upcoming move to Spearfish, SD. Tom asked the Commission to consider appointing former Baker Fire Chief, Randy Hoenke, to the position. Tom said Randy has fire service knowledge and wild fire experience that is needed for this type of position. Tom said Randy also has experience working with the Department of Natural Resource and Conservation (DNRC) and the Bureau of Land Management (BLM) which is important since the position is a liaison between those entities and Fallon County. The Commission asked if the position has to be a paid position by statute and Tom said yes, the statute specifies the person has to be compensated and thinks the \$100/month that is currently paid is fair. The Commission thanked Tom for his years of service and said they will discuss it and let him know of their decision.

**9:15am- Tom Muckle ended the phone call and thereby left the meeting.**

Commissioner Randash suggested talking to the other Fire Departments about the recommendation Tom made before making an appointment. Steve said he spoke with Tom Bruha and Turk Starks from the Baker Fire Departments and they both said they would be comfortable with Randy Hoenke in that position. Commissioner Baldwin said he would like to speak with Bill Lane, Plevna Fire Chief, about the appointment before making it.

**Commissioner Randash made the motion to accept Tom Muckle's resignation from being the Fallon County Fire Chief effective August 31, 2016. Commissioner Ranum said she didn't want to second the motion because she likes having Tom in that position. Commissioner Baldwin stepped down from being Chair and seconded the motion. 2 Ayes. 1 Nay. The motion carried.**

**9:20am- Commissioner Baldwin called Bill Lane, Plevna Fire Chief, and he joined the meeting by telephone.**

Commissioner Baldwin asked Bill Lane what his opinion was on Randy Hoenke being appointed as the Fallon County Fire Chief and Bill said he would support that appointment.

**9:22am- Bill Lane ended the phone call and thereby left the meeting.**

**Commissioner Randash made the motion to appoint Randy Hoenke to be the Fallon County Fire Chief to succeed Tom Muckle. Commissioner Ranum seconded the motion. Commissioner Baldwin noted this is a compensated position by statute. 3 Ayes. 0 Nays. The motion carries unanimously.**

**9:30AM COMMISSION WORK SESSION**

**PARKS ITEMS-** Scott Rabbitt, Parks Director, asked the Commission if he could take the Baker Lake boat dock to Baker Metal for repairs and they said yes. Scott asked if the Baker Chamber of Commerce could use County tents for their Fall Festival and the Commission said yes.

**JGA CHANGE ORDER-** The Commission reviewed and Commissioner Baldwin, as Chairman, signed the JGA Change Order #001 for the Fallon County Fair Food Concessions Project. This change order decreases the amount of the original bid by \$119,200 due to various changes the Commission made in a previous meeting.

**TORNADO DISASTER UPDATE-** Chuck Lee, 911/DES Coordinator, notified the Commission about the status of the Project Worksheets (PWs) submitted to FEMA. Chuck said Tom Barnard with FEMA advised the Commission to begin the process of procuring an engineer so the work can begin as soon as possible once the PWs are approved. The Commission said they will ask Jason Rittal, County Development Advisor, to begin the procurement process immediately.

**BOARD AGENDAS/MINUTES-** The Commission reviewed Board Agendas and Minutes.

**REVENUES-** The Commission reviewed revenues received during the week.

**DEPARTMENT REPORTS/NOTICES-** The Commission reviewed Department Reports, Newsletters and Notices.

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

## **10:00AM ROAD DEPARTMENT UPDATES**

**Present: Bobby Wiedmer, Road Supervisor**

**ROAD UPDATES-** Bobby said the Green Acres Road project is at a standstill since the Montana Department of Environmental Quality (MT-DEQ) is waiting to receive the Sage Grouse permit.

Bobby and the Commission discussed the Road Crew tearing down the Fairgrounds Food Booths and surrounding concrete that will begin Wednesday of this week. The Commission said Shannon Hewson with Brosz Engineering will be on-site to assist. Bobby said he will make the 811 call to locate lines in that area today.

**10:10am- Terry Sukut with JGA Architects joined the meeting by telephone call.**

The Commission, Bobby and Terry Sukut discussed the various entities that will need to be contacted before demolition begins and the demolition timeline.

**10:15pm- Shannon Hewson with Brosz Engineering joined the meeting.**

Shannon Hewson and Terry discussed the power lines and the importance of contacting the utility company to ensure they are located and disconnected correctly.

**10:20am- Terry Sukut ended the phone call and thereby left the meeting.**

The Commission, Shannon and Bobby continued to discuss and review the power and water lines laid out on the blue print provided by JGA Architects.

## **PROJECT UPDATES-**

**Green Acres Rd.-** Shannon said he spoke to Therese Hartman with MT-DEQ and she is going to try to get the Sage Grouse Permit completed today so they can proceed with the project

**10:35am- Bobby Wiedmer and Shannon Hewson left the meeting.**

**10:40am- Eric Krikorian, Member of the Public, joined the meeting.**

Eric Krikorian joined the meeting to discuss the delay he is having with getting his Pleasant Valley Subdivision plat approved and signed by Forrest Sanderson, Contracted Planner. Eric said he started this process in March and since then has submitted all the required paperwork and paid all required fees. Eric said he was just told by Forrest that he won't sign the plat until Eric gets his approach permit. Eric said he can't complete his approach until his foundation is laid since the grades will tie into one another and asked if the Commission could order Forrest to sign it so he can get his foundation poured. Eric said he needs the foundation poured as soon as possible so he can get the approach permit done and have his house delivered. Commissioner Baldwin said he understands and will talk to Mary Grube, Planner Administrative Assistant, to see if they can get it done today.

**10:50am- Eric Krikorian left the meeting.**

## **11:00AM 911/DES JOB CLASSIFICATION DISCUSSION**

**Present: Chuck Lee, 911/DES Coordinator; Julie Straub, Human Resource Manager**

Chuck Lee asked for the meeting to be a closed session meeting since he will be questioning the Commission on what his job duties are.

**11:05am- Dave Havens left the meeting.**

The Commission and all present went into a closed session.

**11:45am- Dave Havens joined the meeting.**

## **11:45AM PUBLIC COMMENT**

Elin Kittelmann, County Agent and Debbie Wyrick, Deputy Clerk and Recorder joined the meeting to tell the Commission Elin is ok with the Extension Department's 2008 Chevy Colorado pickup being put in the County fleet in exchange for the 2011 Chevy 1500 fleet pickup.

**11:50am- Elin Kittelmann and Debbie Wyrick left the meeting.**

**11:50am- Bobby Wiedmer, Road Supervisor and Shannon Hewson with Brosz Engineering joined the meeting.**

Bobby Wiedmer and Shannon Hewson joined the meeting to give the Commission updates on what they learned about the water and power lines at the Fairgrounds. Bobby said the electrical components are complicated and they all tie into one transformer. Commissioner Randash said he thinks not everything ties into that transformer anymore and asked Bobby to ask Direct Electric to be sure. Bobby said they are meeting with them at 1:15pm today and are planning on talking to them about coming up with a temporary power solution for the new exhibit hall if everything goes into that transformer since it will be moved once demolition starts. Shannon said the Fair Board will have to decide where they want the transformer located since it won't be able to be placed back in its original location. The Commission said they thought the moving of the transformer was

in the bid specs but will double check to make sure that is correct. Bobby said the one-call service will be here today as well.

**11:55am- Mary Grube, Planner Administrative Assistant, joined the meeting.**

**11:57am- Bobby Wiedmer and Shannon Hewson left the meeting.**

Mary Grube joined the meeting to discuss the status of Eric Krikorian's Pleasant Valley Subdivision plat with the Commission. Mary said she spoke to Forrest Sanderson, Contracted Planner, about it and he said Eric still has two conditions he has to meet before the plat can be signed. Mary said the first item needed is a current Subdivision Title Report. Mary said Eric submitted a Subdivision Title Report on April 29<sup>th</sup> but because the report is only valid for 30 days he needs to get an extension on it. Mary said the other item needed is the approach permit. Commissioner Baldwin told Mary Eric can't get his approach permit until he has his foundation poured. Mary said she advised Eric he would need to get a bond issued in order to install the foundation before the approach is permitted but doesn't know if he pursued that. Commissioner Baldwin asked how much bonding would cost and Mary said she would have to call Forrest to find out. The Commission asked Mary to call Eric and explain all of this to him. Mary said Eric called Forrest this morning and Forrest explained to him what was still needed but because Eric wasn't happy with what Forrest told him he came to talk to the Commission. Commissioner Baldwin said Eric is just trying to meet his deadlines and Mary said she understands and wants them to know this subdivision has went through the process quicker than any others. Mary asked the Commission if they do this for Eric are they ready to do it for everyone else and Commissioner Baldwin said they are just trying to help Eric since he is under the gun. Mary said the Planning Department has done their part and has tried to explain everything to him the best they can, the rest is up to Eric to complete.

**12:07pm- Mary Grube left the meeting.**

**12:08PM NOON RECESS**

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

**1:15PM RECONVENE**

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

**GUEST: Dave Havens, Member of the Public**

**FALLON COUNTY COURTHOUSE**

**1:15PM WATER CLEANUP REIMBURSEMENT DISCUSSION**

**Present: Lynda Herbst, Inside Building Maintenance Supervisor**

Lynda Herbst said her employee Mikayla Jeppesen's mom helped clean up the water in the basement of the Courthouse after the most recent hail storm and would like to reimburse her for her time. Lynda suggested paying her \$15/hr for the two hours she worked and the Commission gave permission to pay her that amount.

**1:22pm- Lynda Herbst left the meeting.**

**1:30pm- Dale Butori, Weed Supervisor, joined the meeting.**

Dale Butori said he has a bumper pull he uses to haul his side-by-sides and when it is empty it bumps all over the road. Dale said Tom Kachel, Landfill Manager, looked at it and said this is happening because the axle has shifted to the back and Tom offered to move the axle forward to even out the weight better. The Commission asked if Tom had the time to do it and Dale said yes, especially since he can do it anytime during the winter. The Commission gave permission for Tom to move the axle.

**1:35pm- Dale Butori and Dave Havens left the meeting.**

**1:35PM MINUTES APPROVAL**

The Commission did not complete reviewing the Commission Minutes therefore approving them was rescheduled to Thursday, August 25<sup>th</sup> at 9am.

**1:45PM CLOSED/PERSONNEL**

**2:00pm- Dave Havens joined the meeting.**

**2:00PM HAIL DAMAGE REVIEW AND DISCUSSION**

**Present: Debbie Wyrick, Deputy Clerk and Recorder; Jason Rittal, County Development Advisor; Roger Meggers, Airport Manager; Jim Lieschner, D&J Insurance**

Roger Meggers joined the meeting to discuss the Ford Focus hail damage. Roger said the vehicle really got beat up in the storm and is concerned about the seals being damaged on the doors and windows. Roger said he would like the opportunity to look for a replacement vehicle in the price range of what they would receive from insurance.

**2:05pm- Guy Varner with D&J Insurance joined the meeting.**

The Commission gave Roger permission to do research on a replacement vehicle and asked him to also talk to Don Buerkle at Baker Body Shop to check the door and window seals on the Ford Focus.

**2:07pm- Roger Meggers left the meeting.**

**Tornado Damage Claim-** Debbie Wyrick gave the Commission updates on the tornado damage hail claim. Debbie said they just received an estimate from Frontier Fence Co. to repair the fencing at the Airport in the amount of \$67,215. Debbie said the original estimate to repair the fencing was \$29,600 so they have asked Craig Canfield with KLJ find out why the most recent estimate is so much higher than the original one.

**Hail Damage Claim-** Jason Rittal gave the Commission a report of the bid specs he has begun working on for the County building damages to review. Jason said he received an email from Scott Signor with EMC Insurance stating they were almost done with calculating the scope of work. Jason said there are some things that really need to be done as soon as possible and once they get the scope of work they can begin prioritizing what can be done this fall. Debbie said there are Department Heads who want their windows replaced as soon as possible and Jason said they will need to wait until they get the scope of work so they know what is covered for each window.

Debbie gave the Commission an updated auto hail loss report with the final numbers. The Commission and Debbie discussed the timeframe of getting the Sheriff's vehicles repaired. Debbie said they are in a predicament of having the decals replaced and suggested only doing the door striping and decals right away instead of the whole vehicle to save on time. Debbie said they can discuss this more in detail with Trent Harbaugh, Sheriff, later in the week when they meet with him.

**2:30pm- Debbie Wyrick, Jim Lieschner and Guy Varner left the meeting.**

**3:00PM LIBRARY ITEMS**

**Present: Stacey Moore, Library Services Director; Julie Straub, Human Resource Manager**

**LIBRARY CLEANING COMPENSATION-** Stacey Moore said when Darold Brown painted the ceiling in the Library he also did duties above what the estimate was for. Stacey said these duties were necessary in order for the painting to begin and suggested paying him an additional \$250 for doing them. The Commission agreed and asked Stacey to talk to Darold about the amount he thinks his time is worth.

**LIBRARY NW WALL LEAK-** Stacey said she would like someone to check the northwest window system to see if something came lose because there has been some water leaking along that wall. Stacey said she also has a bird problem on the eaves of the building. The Commission said they will ask Joe Janz, Outside Building Maintenance Supervisor, to look at the wall and eaves to determine what needs to be done.

**3:20pm- Stacey Moore and Julie Straub left the meeting.**

**3:30PM AMBULANCE DEPARTMENT ITEMS**

**Present: Lisa Mitchell, Ambulance Director**

**Online Course Purchase Request-** Lisa Mitchell asked the Commission if she could order the online EMT course that includes audio books, ebooks, online workbooks, paper copy books and online testing ability. Lisa said the program is very flexible and allows her to tailor it to how she would like her students to learn and test and also allows her to monitor their progress. Lisa said the cost is \$346 per person with a cap of 12 students per class which would be a total of \$4,152. Commissioner Ranum said her only concern is paying for a person's training and have them not complete the class or decide to not be a volunteer EMT. Lisa said that is her concern too because for every 20 people who sign up for the class they get about 2 committed volunteers. Lisa said they could require the person to pay for the materials initially and then after one year of volunteering they would receive full reimbursement for them. The Commission gave Lisa permission to purchase the materials and asked her to talk to the Ambulance Board about volunteers being reimbursed for their materials after one year of service.

**Medicine Purchase Request-** Lisa said she has several medications that need to be replaced since they are expired or about to become expired. Lisa said the cost to replace them would be approximately \$3,000 and the Commission gave permission to replace them.

**Truck Hail Damage Repairs Discussion-** Lisa said there is nothing on her pickup that needs to be repaired from the hail damage. Lisa said her windshield was damaged before the hail damage and can wait to be repaired since it doesn't block her view.

**3:53pm- Lisa Mitchell left the meeting.**

#### **4:00PM POLICY MANUAL DISCUSSION**

**Present: Julie Straub, Human Resource Manager; Darcy Wassmann, County Attorney**

Julie Straub gave the Commission a revised version of the Fallon County Policy Manual and asked them to please move forward with adopting it soon. Julie reviewed the items she has added or revised since she last submitted a draft to them. The items included or revised are: 6 month and 1 year step increases, work place bullying, drug and alcohol testing, MVD checks, current FMLA law, sick leave revisions which would require the Commission's decision, personal leave of absence without pay revisions and payroll and benefits detailed. Julie asked the Commission if they would like to include if someone is on a Personal Improvement Plan (PIP) their salary step would be put on hold until the PIP is completed and the Commission said yes. The Commission asked Julie to include the Community Service Day policy in the manual also. The Commission and Julie set up appointments to go through each section of the Policy Manual. Julie said after the Commission approves it then it will need to be made available for employee response for at least two weeks. Commissioner Ranum said she would like to have it open to them for a month and Commissioner Baldwin agreed.

**4:30pm- Julie Straub left the meeting.**

#### **4:30PM COUNTY ATTORNEY UPDATES**

**Present: Darcy Wassmann, County Attorney**

**Pinnow Buy/Sell Agreement-** Darcy Wassmann said she received a Buy/Sell Agreement that Craig and Wanda Pinnow had George Huss draft on their behalf for the land the County is purchasing from them. Darcy said the Planning Department advised the Pinnows the land was exempt from being subdivided and the agreement has language that says if it turns out the property does need to be subdivided it will be the buyers responsibility to pay for the related expenses. Commissioner Baldwin asked Darcy to talk to Mary Grube, Planner Administrative Assistant, to determine if they have received the correct information about it not needing to be subdivided.

**Study Commission Ballot Items-** Darcy said she was given the items the Study Commission would like placed on the upcoming election ballot to review. Darcy said the language of the proposed items is insufficient so she is working with Brian Hopkins and Harold Blattie with MACo for advice on what needs to be changed. Darcy said the Study Commission is recommending altering and consolidating government but they can't do both, it has to be one or the other and will be discussing this with them. Darcy said she is also looking into the number of members and votes cast for these items to ensure they followed the statute that governs this process.

**Golf Course Manager Back Pay-** The Commission and Darcy revisited the discussion of paying the Golf Course Manager's back pay. Commissioner Ranum said she cannot support paying the back pay as they had no control over the overtime accrued. Commissioner Ranum said she is frustrated with the fact the Commission in good faith gave the manager a pay increase to compensate him for no longer being eligible for overtime and now the manager is asking for overtime back pay at that higher wage and Commissioner Baldwin said that is his frustration too. Commissioner Ranum said she would like to discuss this with someone at the Department of Labor as she doesn't agree the position should be a non-exempt one. After further discussion about how the position was classified incorrectly in the past it was decided the Commission will schedule a time to discuss this with the Department of Labor. Commissioner Baldwin suggested they also talk to the Golf Course Board about paying or helping pay the back pay.

#### **5:15PM EVENING RECESS**

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

**THURSDAY, AUGUST 25, 2016**

#### **9:00AM RECONVENE**

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

**GUEST: Dave Havens, Member of the Public**

**FALLON COUNTY COURTHOUSE**

#### **9:00AM MINUTES APPROVAL**

The Commission reviewed the Commission Minutes for the weeks of August 8-12, 2016 and August 15-19, 2016.

**Commissioner Ranum made the motion to approve the Commission Minutes for the weeks of August 8-12, 2016 and August 15-19, 2016 with corrections. Commissioner Randash seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.**

### **9:15AM DES VEHICLE HAIL DAMAGE DISCUSSION & DECISION**

**Present: Chuck Lee, 911/DES Coordinator; Jason Rittal, County Development Advisor; Debbie Wyrick, Deputy Clerk and Recorder**

Debbie Wyrick gave the Commission the estimate of insurance coverage for Chuck Lee's DES pickup to review. Debbie told Chuck the Commission wants to do all repairs and keep full coverage on the pickup and Chuck agreed that would be best. The Commission asked Chuck to arrange having the repairs done with the local body shop.

**9:30am- Chuck Lee left the meeting.**

### **9:30AM SHERIFF VEHICLE HAIL DAMAGE DISCUSSION & DECISIONS**

**Present: Trent Harbaugh, Sheriff; Jason Rittal, County Development Advisor; Debbie Wyrick, Deputy Clerk and Recorder**

Trent Harbaugh said Mike Schultz with Thee Body Shop had a Paintless Dent Repair (PDR) expert come and review the hail damage to the Sheriff's vehicles. Trent said the assessment done by the PDR expert is significantly higher than EMC Insurance's estimates and it's because some items on the vehicles cannot be repaired by the PDR method but will need to be replaced. Trent said the timeframe for repairs is expected to take two weeks per vehicle.

Trent said he would like to order the new pickup he budgeted for now and could have it here in 6 weeks. Trent said the cost of the pickup plus all accessories installed is \$48,000-\$49,000 and the Commission gave permission to order it now. Trent said he would like to give the totaled Magnum to the insurance company rather than buying it back since they have had so many issues with it and the Commission agreed. Trent said the new pickup would replace the 2011 Expedition and the Expedition would become the backup vehicle. Debbie said she will ask if they can release the title of the Magnum to EMC Insurance in three weeks.

Trent said the PDR expert's repair estimates on his pickup exceeds the value of it and is wondering if it would be considered totaled. Debbie said she would have to send the estimate to the insurance adjuster and see if they deem it as totaled. Trent said if they do total it he would rather get a new vehicle to replace it instead of spending a lot of money to repair it as it is the next one slated to be replaced. Trent said if his pickup was replaced now they would have to adjust the rotation schedule in his Department and the Commission agreed. Jason Rittal said the insurance payouts for the Magnum and Trent's pickup, if it is totaled, would offset the costs for another new pickup so now would be a good time to do that. Jason said if Trent's pickup is totaled he suggests asking EMC Insurance to allow Trent to keep it until the new one is received and Debbie agreed.

The Commission asked Trent to get the vehicles scheduled for repairs with Trent's vehicle being scheduled last. Debbie said once she hears back from the adjuster on Trent's vehicle she will let everyone know so they can decide what to do. Commission Ranum asked Trent to turn in mileage for his vehicles every year when he submits his budget.

The Commission asked Trent if he could put decals only on the doors initially and Trent said the vehicles wouldn't be very visible with only those decals and advised against it. The Commission asked Trent if there was another way to get the decals applied quickly rather than sending the vehicles to Veto Enterprises and having them out of service for too long. Trent said they could possibly have Veto Enterprises make and ship the decals to him and then have someone locally apply them. The Commission asked Trent to contact Veto Enterprises to see if this would be an option.

Commissioner Randash asked if the insurance company would allow the Sheriff's Department to use a fleet vehicle as a backup. Debbie said yes, they would only have to change the coverage of the vehicle to Sheriff's coverage. Trent said if they did this the fleet vehicle would only be used to get from point a to point b and couldn't be used for patrolling.

**10:10am- Trent Harbaugh and Debbie Wyrick left the meeting.**

Commissioner Ranum said when the vehicle that is being given to the Extension Department is disposed of she would like to have Fallon County and Carter County share the cost of a replacement vehicle.

### **10:30AM AIRPORT VEHICLE HAIL DAMAGE DISCUSSION & DECISION**

**Present: Roger Meggers, Airport Manager; Debbie Wyrick, Deputy Clerk & Recorder; Jason Rittal, County Development Advisor**

Roger Meggers said he talked to the Airport Commission and they would like to have the Ford Focus given back to EMC Insurance and use the payout to purchase a replacement vehicle. Roger said the paint is starting to peel and rust is forming on the hood and roof of the Ford Focus and he is concerned it would continue to peel over the years. Roger said he has looked at a few vehicles from Sax Motors and one from HKT that are within the price range of the payout amount. The Commission told Roger they aren't concerned with

the vehicle he chooses but want it to stay as close to the insurance payout as possible. Roger said he will get a list of vehicles he is considering and present it to the Commission.

Roger asked the Commission if they wanted to charge hangar rental to the stunt flight pilot who performed at the Fair. The Commission told Roger not to charge the pilot.

**10:35am- Dave Havens left the meeting.**

**10:42am- Roger Meggers left the meeting.**

Debbie asked who would be in charge of procuring the new vehicles for the fleet since Alba Higgins, Shop Foreman, is doing research on different types of vehicles. Commissioner Ranum said she doesn't want to purchase new vehicles unless there is a building they can be placed in. Debbie said the County receives a government discount on new vehicles and often times they can purchase a new vehicle for less than a used one because of this discount. Debbie suggested storing the new vehicles at the Road Department if they have room. Debbie said the Chevy Colorado could be parked in the Courthouse parking lot for daily use and if someone wanted to use the newer vehicles for out of town travel they would need to get it from the Road Department in advance. The Commission agreed this was a good idea if a location can be found to store the vehicles.

**11:00am- Jason Rittal and Debbie Wyrick left the meeting.**

**11:00AM CLOSED SESSION/POTENTIAL LITIGATION**

**12:00PM ADJOURN**

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