

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 Darcy Wassmann, County Attorney, joined the meeting.

Darcy Wassmann joined the meeting to ask if the Commission needed any further assistance with the County Advisor position. The Commission said no and told Darcy they offered the position to Jason Rittal as advertised and he accepted it.

9:05am- Darcy Wassmann left the meeting.

9:05am- Sherry Vogel, Museum Board Member, brought in a letter to the Commission.

Sherry Vogel wrote a letter to the Commission notifying them the O' Fallon Museum was awarded a \$500 scholarship to attend the 2016 Museum Conference in Great Falls. Sherry said the news of this came three days after meeting with the Commission about the Conference. Sherry said in response to receiving notification of the scholarship she called and left messages for each Board Member and Karen Banister, Museum Curator, to request a special meeting to discuss the scholarship as the deadline to accept it is before their next Board meeting. Sherry said she heard back from two Board Members, Kenny Griffith and Greg Gunderson, and they were happy the scholarship was awarded. Sherry said the other two Board Members and the Curator did not respond back to her. Sherry said Kenny and Greg suggested they and Sherry submit their "votes" to the Commission in a letter form stating they want to send Sherry to this conference as a representative of the O'Fallon Museum. Sherry said the deadline to accept the Scholarship is today, March 7th. Sherry Vogel, Kenny Griffith and Greg Gunderson submitted three letters in support of sending Sherry to the Conference in Great Falls. Greg's letter stated the Conference costs \$880 with the scholarship covering \$500 of it. Greg's letter asked if Fallon County would cover the remaining \$380. Sherry made a note that the Museum has \$500 in its traveling budget with no plans to spend it other than a day travel for Karen to deliver an art exhibit to Ekalaka. The Commission discussed the letters and request. Commissioner Ranum said she supports sending Sherry to the Conference. Commissioner Baldwin said he didn't support it as Sherry bypassed her Board. Commissioner Ranum said the majority of the Board voted in favor of it so she thinks Sherry should be allowed to go.

Commissioner Ranum made the motion to send Sherry Vogel to the training based on the written requests from three of the Museum Board Members. Commissioner Baldwin asked for a second on the motion. Commissioner Randash said he isn't opposed to sending her but doesn't want to overstep the Board's authority. Commissioner Randash said he would second the motion if they are in agreement with the Board. Commissioner Ranum said 3 Board Members out of 5 submitted letters in favor of sending her. Commissioner Randash said because the majority of the Board is in support of sending Sherry he seconds the motion. Commissioner Baldwin asked if there was any other discussion and there was none. 2 Ayes. 1 Nay. The motion carried.

9:10am- Chuck Lee, 911/DES Director, joined the meeting.

Chuck Lee joined the meeting to notify the Commission of changes that may be coming with 911 funding. Chuck gave the Commission a letter to review that spells out what Joint House Resolution 7 is creating to bring Next Generation 911 to Montana. Chuck said his biggest concern is their plan to help fund the administration of this program by reducing the fees the County receives. Chuck explained the fees the County receives and the proposed plan to reduce the total amount by 25% with an additional 3% coming out to manage and disperse funds and 3% coming out to plan and administer the program. Chuck said he sent a letter out to individuals involved notifying them of the changes and encouraging them to speak out against these changes.

Chuck said he submitted an application for a Homeland Security Grant requesting \$110,000 for a Cybersecurity Analysis and Upgrade for Fallon County. Chuck said the applications will be reviewed and scored on April 25th with a release date of September if awarded.

9:20am- Chuck Lee left the meeting.

9:20AM MINUTES APPROVAL

Commissioner Ranum made the motion to approve the Commission Minutes for February 29th- March 4th, 2016 with amendments. Commissioner Randash seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

9:30AM ROAD UPDATES

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

SHOP UPDATES- Alba Higgins gave the Commission updates on the equipment and vehicles being serviced or repaired this week. Alba gave updates on the status of the vehicles that were taken to dealerships for safety recall work.

Alba said Donny Buerkle has used air dryers and a reserve tank he would sell to the County. The Commission told Alba he can go look at the condition of them but thinks it would be better to buy those items new.

9:45am- Alba Higgins left the meeting.

ROAD UPDATES- The Commission and Bobby Wiedmer discussed the gravel pit a land owner received a permit for recently. The Commission asked Bobby about the gravel on Wentz’s property and Bobby said he hasn’t heard back from the State’s contractor yet but plans on looking at the condition of gravel once the pit is open.

PROJECT UPDATES- Bobby gave a report on how the Calumet Road Box Culvert land owner meeting went and said all questions they had were answered by Shannon Hewson with Brosz Engineering.

9:52am- Shannon Hewson with Brosz Engineering joined the meeting.

10:15AM CALUMET RD BOX CULVERT CONSTRUCTION BID OPENING

Present: Bobby Wiedmer, Road Supervisor; Shannon Hewson, Brosz Engineering; Representatives from all Bidders were present

Shannon Hewson opened the bids submitted for the Calumet Road Reinforced Box Culvert Project and they were read aloud. All bids had the bid bond in place. The bid amounts were:

| Contractor | Calumet Rd. Reinforced Box Culvert Project |
|------------------------|---|
| Smith Contracting | \$199,654 |
| Coon Construction | \$124,073 |
| Youderian Construction | \$166,922 |
| Shep’s Welding | \$183,672.08 |
| Knife River | \$181,321 |
| CT Excavation | \$245,723 |
| Diamond H Services | \$142,141.25 |

Shannon recommended the Commission postpone awarding the bid to give him an opportunity to review the bids and calculations before making a recommendation to the Commission.

Commissioner Randash made the motion to table awarding the Calumet Road Reinforced Box Culvert Project to give Shannon Hewson time to check the bids and calculations. Commissioner Ranum seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

10:35am- All present left the meeting.

10:50am- The Commission excused themselves from the meeting to attend a funeral.

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 EXTENSION UPDATES

Present: Elin Kittelmann, County Agent

Elin Kittelmann gave the Commission a written report on the activities and upcoming events in the Extension Department. Elin said she is planning on applying for grants for various items this spring.

Purchase Requests- Elin said they are wanting to purchase new hog panels to use at the Fair. Elin said the cost of the panels are \$5,000 with 4-H and the Fair agreeing to split the cost. Elin said she would like to purchase her Administrative Assistant a new computer as hers is not working well and is up for rotation in June. The Commission gave permission to purchase the panels and the computer.

1:30pm- Elin Kittelmann left the meeting.

1:30PM FEBRUARY CLAIMS APPROVAL

The Commission reviewed and approved the February End of Month Claims in the amount of \$478,973.22 and they are filed in the Clerk and Recorder’s Office.

3:00pm- Dave Havens left the meeting.

3:00pm- Andy Fujimori, IT Tech, joined the meeting to ask the Commission to view the results of the Alien Vault Analysis System. The Commission reviewed the results of the system in Andy's office.

3:15pm- The Commission asked Don Dilworth, previous IT Tech, to join the meeting.

The Commission asked Don Dilworth to look at the security system Andy Fujimori, IT Tech, wants to purchase. The Commission and Don discussed how Don monitored the County's system when he was the IT Tech.

4:00pm- Don Dilworth left the meeting.

4:00PM EVENING RECESS

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

TUESDAY, MARCH 8TH, 2016

9:00AM RECONVENE

Present: Steve Baldwin, Chairman; William L. Randash, Member; Lani DeBuhr, Clerk

Absent: Deb Ranum, Member

Guest: Dave Havens, Member of the Public

FALLON COUNTY COURTHOUSE

9:00AM COMPUTER POLICY DISCUSSION

Present: Julie Straub, Human Resource Manager; Andy Fujimori, IT Tech

Julie Straub and Andy Fujimori met with the Commission to discuss blocking various websites such as pornographic sites, Netflix, Hulu and Chat Rooms from the County's server and including this security measure in the Policy Manual. The Commission agreed and said these sites should not be used by County employees while working. The Commission asked if employees needed to be given notice of this change in the County Policy and Julie said no as the network and server belong to the County and should only be used for County business. Julie said they don't want to have the County act as "big brother" but the use of these sites during work can easily be filtered and blocked to prohibit them. The Commission said it was a good idea and will discuss it with Commissioner Ranum before making a formal decision to include it in the Policy Manual.

Andy asked the Commission if they had a chance to discuss the Alien Vault program with Don Dilworth and the Commission said no but plan to. Andy said Don liked what the program can do but said the cost was considerable. Andy said he really wants to ensure the County has a good security system and hopes the Commission will approve purchasing this program. The Commission said they still want Andy to look at the system that other Counties use before they make a decision.

9:10am- Julie Straub and Andy Fujimori left the meeting.

9:30AM PLANNING INTERLOCAL DISCUSSION

Present: Forrest Sanderson, KLJ Contracted Planner; Mary Grube, Planner Administrative Assistant; Jodi Miller, Town of Plevna Clerk/Treasurer; Darcy Wassmann, County Attorney

Forrest Sanderson and Mary Grube met with the Commission to discuss creating an Interlocal Agreement between Fallon County and the Town of Plevna for the use of the County's Contracted Planner and the Planning Board. The Commission asked if there was statute that dictates this is needed. Forrest said in the absence of a formal contract or agreement with Plevna he, as the Planner, is unable to facilitate any projects they may need done. The Commission asked Jodi Miller to discuss this with the Mayor and Council Members of Plevna to see if they would like to enter into an Interlocal Agreement with the County for these services. Forrest said if the County or Plevna doesn't want to enter into an agreement with each other to use his services Plevna could enter into a contract directly with KLJ like the City of Baker has done. Jodi said she will mention this to the Mayor and Council Members but doesn't think they would want to enter into a separate contract as they don't have a big need for planning services at this time. Mary said even if Plevna enters into a contract directly with KLJ, they would still need an Interlocal agreement with the County to use their Planning Board.

9:50am- Forrest Sanderson, Mary Grube and Jodi Miller left the meeting.

10:00AM WEED UPDATES

Present: Dale Butori, Weed Supervisor

Dale Butori gave the Commission a written report on the items he is currently working on or has completed in the Weed Department. Dale said he ordered his new Gator and Tom Kachel, Landfill Manager, would like Dale's older Gator if possible. Dale said the Landfill is currently using an older mule. The Commission said they will discuss what department to give it to, either the Landfill or the Fairgrounds. The Commission said if the Landfill was given the Gator then possibly their mule could be given to the Fairgrounds. The Commission and Dale discussed the cement work at Dale's fill tank that will be done in October and the placement of the water line that runs from the tank.

BLM and Burlington Northern Agreements- Dale gave the Commission updates on the progress he is making with agreements to spray BLM land and Burlington Northern (BN) right of ways. Dale said the Weed Board would rather him not pursue spraying the BN right of ways as he has plenty of other work to do. The Commission said they understood this but landowners adjacent to the tracks are concerned about the railroad not spraying their weeds as it can contaminate their land. Dale said their mission outlined by the State of Montana says they are to start spraying in the BN right of ways since they are normally the source of the weeds. Dale said he considers BN as interstate travel so their right of ways should be sprayed but if BN won't do it then what are they to do. The Commission said they will try to contact Matt Hammond with BN to discuss this with him.

Spray Day- Dale asked the Commission for permission to give away two quarts of Milestone worth \$80 for the Spray Day and the Commission gave approval. Dale asked the Commission if they would approve paying for the Spray Day speaker's motel room. Dale said a new person from Carter County organized it this year and agreed to pay for the lodging. The Commission asked if the cost could be shared with Carter County and Dale said yes. The Commission approved paying half of the motel room for the speaker.

10:30am- Dale Butori left the meeting.

10:30AM COMMISSIONER WORK SESSION

RATE OF PAY APPROVAL FORMS- The Commission approved and signed Change of Rate of Pay Approval Forms for: Karen Reissig for completing Correction/Detention Officer Basic Training, Lisa Mitchell for completing one year of employment and Kimberly Jensen for completing one year of employment.

LEVY REVIEW- The Commission reviewed the levies assessed and what portion each Department receives.

11:00AM REC. DEPARTMENT UPDATES

Present: Angie Rabbitt, Rec. Department Director

Angie Rabbitt gave the Commission updates on the programs, classes and activities of the Rec. Department. The Commission and Angie discussed having the Rec. Department take over the baseball concession stand and using the income for programming since her sponsorships are down. The Commission asked Angie to talk to the concession's current lead person about doing this.

Angie gave the Commission quotes to paint or side the container at the ball field. The quote to side it was \$5200 and the quote to paint it would be approximately \$600. Angie said she is concerned about how long the paint will last and if it will highlight the dings on the container but likes the low cost to do it. The Commission and Angie both agreed to have the container painted and see what it looks like.

11:30am- Angie Rabbitt left the meeting.

11:30AM FAIRGROUNDS UPDATES

Present: Barb Lechler, Fairgrounds Manager

Barb Lechler gave updates on the Fairground activities. Barb said the Bulls, Broncs and Barrels was a success but did net a loss of approximately \$8,000. Barb said she isn't sure why the loss was so much but knows they lost paying customers due to people coming in side doors that weren't manned. Barb gave updates on the Montana High School Rodeo Finals coming to the Fairgrounds in June. Barb and the Commission discussed the importance of getting a booster pump into the Grandstands before then. Barb asked the Commission for guidance on whether to continue to use the quarter machine in the Big Barn as Jerrid Geving, Fair Board Member, wants to get rid of it. The Commission told Barb to discuss it with the Fair Board. Barb said she planned to talk to them about it but wanted the Commission's opinion on it as she thought the Commission wanted the coin machine there to begin with. The Commission said the Fair Board should decide if the quarter machine should continue to be used.

11:45am- Barb Lechler left the meeting.

11:45AM CLERK AND RECORDER UPDATES

Present: Brenda Wood, Clerk and Recorder

Brenda gave the Commission updates on the activities in the Clerk and Recorder's office.

Land Leases- Brenda asked the Commission where they would like the Land Lease revenues to be deposited. Brenda said the smaller leases have been put into the general fund and the larger ones have been dispersed in accordance with the mill levy breakdown. Brenda said Barb Ketterling, Treasurer, would like all Land Lease revenue to be deposited the same way. The Commission agreed and said it should all go in the general fund.

Budget- Brenda said she will be sending out budget letters to Department Heads in April. The Commission said they will plan on meeting with each Department Head after they have set their budget.

12:00pm- Brenda Wood and Dave Havens left the meeting.

12:00PM 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 CITY OF BAKER UPDATES

Present: Kevin Dukart, City of Baker Treasurer/Clerk

Kevin Dukart gave the Commission updates on the City of Baker activities and said Well #5 is working now.

1:20pm- Kevin Dukart left the meeting.

1:30pm- Commissioner Baldwin excused himself from the meeting for the duration of the day.

1:35pm- Dave Havens left the meeting.

2:00PM POW MEMORIAL SITE VISIT

Present: Mona Madler, SMART Executive Director; Scott Rabbitt, Parks Director

The Commission, Mona Madler and Scott Rabbitt met at the Veteran's Memorial site and determined the place to set the POW Memorial.

3:00PM STANHOPE WATER/SEWER PROJECT

Present: Jason Rittal, Eastern Plains Economic Development Corporation Executive Director; Darcy Wassmann, County Attorney

Stanhope Sewer Project- Jason Rittal said he expects by the end of the week that all easements and the MOU for the project will be sent out for signatures. Jason said after the easements and MOU are signed the project will go out to bid.

Stanhope Water Project- Jason gave the Commission a copy of the Detailed Description of the Preferred Alternative for the Fallon County Water and Sewer District to review. Jason told the Commission the Stanhope Addition needs its water lines replaced next. Jason said he expects the project to cost almost \$2.1 million and can apply for a grant to help pay for a portion of it. Jason said the County's contribution would need to be \$1.5 million in the year 2018. Jason said the Commission will need to decide if they want to contribute the funds for this soon as the grant application is due in two months.

The Commission asked if a well could be dug for the residents instead and Jason said no, because the residents are currently on city water. Jason said the Stanhope Addition currently has 34 residential and 7 non-residential lots with plans of adding 17 more structures. The Commission asked if the residents could be charged to help offset the cost of this. Jason said they would be charged a connection fee and a monthly usage fee but the County would never recover the cost of the project. Jason said the project would need to be viewed as an investment into the expansion of Baker, not a loan. Jason said the Commission budgeted for this in the Capital Improvement Plan for the years 2017-2019. The Commission said it is unfortunate these residents were allowed to build on the edge of town without any type of regulations and now the County may have to foot the bill to make them conform to regulations. Jason said the Commission could put some sort of repayment plan in place to recover some of the cost although they would not come close to recover the full investment. The Commission said

they will put it on next week's agenda to discuss when all three Commissioners are present and will follow up with Jason afterwards.

3:55pm- Jason Rittal left the meeting.

4:00PM COUNTY ATTORNEY UPDATES

Present: Darcy Wassmann, County Attorney

Darcy Wassmann gave the Commission updates on the items she has been working on.

Sip and Paint Event- Darcy said Stacey Moore, Director of Library Services, was asked by a group if they could host a Sip and Paint Event in the Library Basement. Darcy said this is an event where people bring their own wine to sip on while painting. The Commission said they think there is a "no alcohol" policy in place for all County buildings other than the Fairground buildings. Darcy agreed and said even though the Fairgrounds allows alcohol on their premises it has to be served by an establishment that has a liquor license and liability insurance. The Commission suggested the group ask to use the Senior Citizens Building instead. Darcy said she will notify Stacey that the Library Basement cannot be used for this event.

Plevna Interlocal Agreement for the Planning Board- The Commission asked Darcy to draft an Interlocal Agreement between Fallon County and the Town of Plevna for the use of the County's Planning Board.

Emergency Personnel Waiver- Darcy said David Espeland, Fallon Medical Complex CEO, asked her to research if a waiver is needed for Emergency Personnel to access a resident's apartment at Parkview Complex (PVC). Darcy said she doesn't think a waiver is needed as making the call for help automatically gives them permission to enter your residence. The Commission asked if a waiver would be needed if the resident wasn't the person who made the emergency call but a neighbor or employee of PVC did. Darcy said she will look into the law for that particular situation.

McKay Ranch Sublease- The Commission asked Darcy what her opinion was on individuals subleasing County land. Darcy said if the Commission allows one entity to sublease then they would need to allow everyone. Darcy asked if McKay Ranch who subleases land makes a profit on the sublease and the Commission said yes. Darcy said in her opinion a person or entity should not be profiting from the use of County property and the Commission agreed. Commissioner Ranum said she would like to sell the land rather than lease it as the County isn't managing it well. Darcy said if the Commission no longer wants to allow subleasing she would suggest they offer the lease to whoever is subleasing the land from McKay Ranch. Darcy said if they continue to sublease the land it should be stipulated in the lease that the lessee cannot make a profit by subleasing the land.

Expiration of Probationary Period- The Commission asked Darcy if they can evaluate an employee who was not evaluated before the end of their probationary period. Darcy said yes, even if the probationary period has expired they should evaluate the employee if they feel it is necessary.

Purchase Request- Darcy said she received the email from Brenda Wood about the Southwest Business Machine (SBM) credit and would like to purchase a color printer if possible. The Commission told Darcy to get a quote from SBM and they will include it in with the other requests.

Calumet Rd. Box Culvert Easement- Darcy said she is working on drafting the Calumet Rd. easement for Barney and Shelley Dean.

Miscellaneous- The Commission and Darcy discussed the Plevna Rural Fire District selling their property by a sealed bid procedure. The Commission asked if this was legal for them to do as Montana Statute states all County entities must use a Public Auction to dispose of their property. Darcy said she will look into the laws that govern the Fire Districts but suspects they have to abide by the same laws that govern Counties as they are a County entity. The Commission asked Darcy to draft a letter to the Fire Districts and all County Entities reminding them of the proper procedure in disposing of County property.

4:35pm- Darcy Wassmann left the meeting.

4:45PM EVENING RECESS

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

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 HEALTH DEPARTMENT UPDATES

Present: Kim Cuppy, Health Nurse

Kim Cuppy gave updates on the activities in the Health Department.

Purchase Request- Kim said she received the email from Brenda Wood about the Southwest Business Machine credit and gave the Commission two quotes for a new fax machine and printer for her office. The Commission said they will include the quotes with the other requests and make a decision next week.

Public Assistance Discussion- Kim said her office has been spending a lot of time helping people with applying for Public Assistance. Kim said the Miles City Public Assistance office used to send one of their staff to Baker every week when she first began working at the Health Department but now they come irregularly and not very often. Kim said her staff spends about seven to eight hours a week helping people fill out applications, faxing things, making phone calls and helping them to schedule appointments but aren't being compensated for this. Kim said she would like to contact the Director in Miles City to discuss this with her and ask if someone could be sent to Baker on a regular basis, especially since the economy has taken a downturn. The Commission gave her permission and said if she needs their help with the matter to let them know.

9:15am- Kim Cuppy left the meeting.

9:30AM RETIREE INSURANCE DISCOUNT DISCUSSION

Present: Debbie Wyrick, Selena Nelson, Alba Higgins, Health Insurance Committee

The Health Insurance Committee members met with the Commission to discuss the Retiree Insurance Discount Program. Debbie Wyrick gave the Commission a tabulation sheet that shows the cost to the County for retirees who receive the discount. Alba Higgins said this discount is non-taxable to the retiree and doesn't reward long term employees across the board. Alba suggested increasing longevity for long term employees rather than giving an insurance discount to retirees. Selena Nelson agreed and said the discount for retiree's coverage only rewards the employees who have been on the insurance program, not an equal discount for all employees. Alba said increasing the longevity for only long term employees is giving them incentive to stay with the County.

The Commission asked if the current retirees who receive the discount would stop receiving it if the discount was no longer offered by the County. Debbie said she would have to talk to Darcy Wassmann, County Attorney, to determine if it would be legal to no longer offer it to them. Commissioner Ranum said she would struggle with anyone receiving the discount if it was no longer offered to employees. Selena said these two points are separate issues and suggested the Commission decide if they will continue offering the discount and then examine discontinuing the program to current retirees receiving the discount. The Commission said Alba's suggestion makes sense but they would have to determine if the County could financially provide it. Debbie said the Commission can also leave the discount program as is but if they want to make a decision now would be a good time.

9:50am- Debbie Wyrick, Selena Nelson, Alba Higgins left the meeting.

10:00AM FALLON MEDICAL COMPLEX UPDATES

Present: David Espeland, Fallon Medical Complex (FMC) CEO; Selena Nelson, Fallon Medical Complex CFO

David Espeland gave updates on the activities at the Fallon Medical Complex. Selena said they are trying to determine ways to become more stable and self-sufficient as the support they receive will most likely decrease. Selena said there will also be more pressure coming from legislature to be prudent with their costs.

Management Agreement- David gave the Commission a copy of the Management Agreement between FMC and Fallon County. The Commission said they will have Darcy Wassmann, County Attorney, review it.

Parkview Complex (PVC) Residents-The Commission asked David if local residents are given the option of renting available PVC apartments before offering them to people who live out of town. David said yes, they offer the units to current Fallon County residents first.

PVC I Renovations- David said he has a contractor working on a plan to do renovations to Parkview Complex I. David said there are several items he would like considered for the project such as:

- Installing an addressable fire alarm system so the unit with the alarm going can be identified.
- Installing flashing strobes in units to alert residents who are hard of hearing.
- Replacing the wall air conditioners with a split system that can cool more than one unit with each unit being on their own zone. These units would be quieter and more efficient than the current AC units.
- Installing motion sensor lights in the basement where residents store items. This would stop the chance of the light being turned off while someone is still in the basement.
- Replacing the heating system valves as they break down often and aren't reliable.

David said the cost for the fire alarm system and split system would be approximately \$75,000 each; the valve replacements would be \$2,000 per unit and the other items David will get prices on for the Commission to review.

Miscellaneous- David said they are still having problems with the snow melt slab Diamond J installed at PVC I and are withholding a portion of the payment from them until it is repaired. David said Mechanical Technology Inc. suspects the sidewalk sensor was old when installed and can get a replacement one at no cost. David said this should have been covered under the warranty as Diamond J was notified about the problem within the warranty time frame but is doubtful they will resolve it.

The Commission told David people have fallen by the center door on the east side of PVC I due to water collecting there. David said that sidewalk is also breaking up and may be causing people to trip and will talk to Brad to make sure it is clear of water.

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

11:00AM OUTSIDE BUILDING MAINTENANCE UPDATES

Present: Joe Janz, Outside Building Maintenance Supervisor

Joe Janz gave the Commission updates on the things he has been working on in the Outside Building Maintenance Department. Joe and the Commission discussed having the sidewalks around the Courthouse replaced this year. The Commission asked Joe if he remembers if the Sheriff's Rooftop HVAC unit was balanced after installed and Joe said it was. The Commission asked Joe if he thought installing a cat walk around the HVAC unit was necessary and Joe said no.

11:15am- Joe Janz left the meeting.

11:15AM HUMAN RESOURCE UPDATES

Present: Julie Straub, Human Resource Manager

Julie Straub gave the Commission updates on items she has been working on in the Human Resource Department. Julie told the Commission a Department Head will be gone next week and another Department has volunteered one of their employees to assist in that office to avoid having to recruit for temporary help.

Seasonal Recruitment- Julie said she will begin recruiting for seasonal employees next month and asked the Commission if she could post the positions on the high school bulletin and display posters at the high school. The Commission gave her permission to do this.

Miscellaneous- Julie said she has been waiting for the Department of Labor's ruling on exempt employees before classifying the Fair Manager position. Julie said the ruling has been delayed again and asked if the Commission wanted her to classify the position now with the current law and adjust it in the future if the ruling affects it. The Commission told Julie to classify the position now.

11:30am- Julie Straub left the meeting.

11:45AM TREASURER UPDATES

Present: Barb Ketterling, Treasurer

Barb Ketterling gave the Commission her Investment Report and a Delinquent Tax Report to review. Barb said there are mobile homes on the Delinquent Tax Report that are uninhabitable and should be torn down and written off. The Commission and Barb discussed the impact on County Revenues and Barb said currently they have only seen a 15% drop. Barb said the real reduction in revenues will be felt in August 2016 and expects it to be considerable drop. Barb said they have a tax bill

of \$500,000 under protest so unfortunately that value can't be included in the County's total tax revenue.

12:00pm- Barb Ketterling and Dave Havens left the meeting.

12:00PM 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, Bill Randash, Members; Lani DeBuhr, Clerk

Guest: Dave Havens, Member of the Public

FALLON COUNTY COURTHOUSE

1:15PM INSIDE BUILDING MAINTENANCE

Present: Lynda Herbst, Inside Building Maintenance

Lynda Herbst gave updates on the things she has been working on in the Inside Building Maintenance Department.

Purchase Requests- Lynda asked if she could purchase a small air compressor to clean out fans and vacuums and the Commission gave her permission. Lynda told the Commission Jerrie Newell, Clerk of Court, requested the two toilets in the jury room bathrooms be replaced as they are really gray and cleaning them doesn't help. Lynda said she plans on including these toilet replacements in her budget along with replacing Jerrie's carpet. Lynda told the Commission her two employees requested the tile in the upstairs bathrooms of THE Courthouse be replaced as it is old and looks dirty even after cleaning it. The Commission asked Lynda to get a quote to replace the tile and then they can determine if it should be done. The Commission asked Lynda to look into replacing the tires on her carts with rubber tires as it is loud when the carts roll over the tile floor and Lynda said she will.

1:25pm- Lynda Herbst left the meeting.

1:30PM IT TECH UPDATES

Present: Andy Fujimori, IT Tech

Andy Fujimori gave updates on what he has been working on in the IT Tech Department. Andy asked the Commission if he can continue working on the IT Tech Policy and they gave him permission. Andy suggested the Commission consider instating a system for inter-departmental communication so everyone is on the same page in order to avoid conflict and rumors.

1:35pm- Andy Fujimori left the meeting.

1:40pm- CLOSED SESSION/POTENTIAL LITIGATION

2:00PM CLERK OF COURT UPDATES

Present: Jerrie Newell, Clerk of Court

Jerrie Newell gave updates on what is happening in District Court. Jerrie said Judge Murnion was appointed District Court Judge and will be sworn in next Thursday in Forsyth.

2:15pm- Jerrie Newell left the meeting.

2:15PM LIBRARY UPDATES

Present: Stacey Moore, Library Services Director

Stacey Moore gave the Commission updates on what she has been working on in the Library.

Purchase Request- Stacey gave the Commission a quote from Direct Electric to install new lighting on the beam in the Library. Stacey said Direct Electric will take four hours of labor off their bill if Darold Brown will let them use his scaffolding after painting the ceiling. Stacey said Direct Electric will also install a ceiling fan at this time that she will purchase beforehand.

Staff- Stacey said one of her staff members plans on retiring at the end of September. Stacey said she would like to replace her position with two 20 hour employees rather than a 30 hour employee. The Commission asked if she needed to replace the position and Stacey said yes as her staff is constantly busy with no down time. Stacey said she is going to discuss this with the Library Board before a final decision is made.

Miscellaneous- Stacey asked the Commission if she could use a County vehicle to carpool with other Library Directors in the State when she goes to a convention. The Commission said she could but she would have to ensure that she was the only one driving the County vehicle.

2:25pm- Stacey Moore left the meeting.

2:45PM MUSEUM UPDATES

Present: Karen Banister, Museum Curator

Karen Banister gave the Commission updates on what she has been working on in the Museum. Karen reported she has had 31 guests visit the Museum since December. Karen said her local history presentation at the Plevna School was a big hit and she would like to offer the same presentation to the Baker Schools if they are interested. The Commission gave Karen permission to pursue this.

Karen and the Commission discussed possibly giving the Historical Society their items and information back that are being stored at the Museum. Karen asked the Commission for permission to attend a Social Media class in Billings on March 24th. Karen said the class is free and they provide lunch so the only cost would be for fuel and the Commission gave her permission.

2:50pm- Karen Banister left the meeting.

3:00PM PREDATOR CONTROL DISCUSSION

Present: Tom Owens, Shelly Dean, Barney Dean, Kevin Braun, Quentin Burdick, Tom Sparks; Landowners

Tom Owens and everyone present called for the meeting to discuss Predator Control in the County. Tom said they normally combat the problem with hiring pilots/planes to shoot the coyotes from the air and use traps on the ground. Tom said they used to get help from the State who would send planes down but they aren't doing that anymore and they are having a hard time getting a hold of the State Trapper as well. The Commission asked if the Coyote Hunts help at all and Barney Dean said no and they usually make the problem worse by riling the coyotes up and missing their shots. Barney said the coyote problem is especially bad this year and he has already killed 80 himself since August in a 2 mile radius. Tom Sparks said Carter County has hired companies to fly in for Predator Control and asked the Commission if Fallon County could do the same. The Commission said they have \$14,000 in the Predator Control budget for this purpose and asked those present to find a company to hire for this purpose and have them bill the County. Kevin Braun asked the Commission how flexible these funds are and if they can be increased if necessary. The Commission said they can be increased for the coming Fiscal Year in July if it is needed.

3:20pm- Tom Owens, Shelly Dean, Barney Dean, Kevin Braun and Quentin Burdick left the meeting.

Tom Sparks asked the Commission to remove the language in his land lease that requires him to maintain the fencing on his property as he has no fencing on it at this time. The Commission said they will ask Darcy Wassmann, County Attorney, to remove this part in his lease. Tom asked the Commission if he could put fencing on the land in the future. Tom said he has Federal land adjacent to his and would like to fence it off and the Commission gave him permission.

3:26pm- Tom Sparks left the meeting.

3:40PM SPECIAL PROJECTS UPDATES

Present: DuWayne Bohle, Special Projects Worker

DuWayne Bohle gave the Commission updates on what special projects he has been working on.

Rifle Range Items- DuWayne said the propane trucks bringing in propane to the Rifle Range are creating ruts six to eight inches deep in the road leading to the tank. The Commission told DuWayne to ask Bobby Wiedmer, Road Supervisor, to put scoria on that road. DuWayne said the 100 yard dirt backstop at the Rifle Range needs to build up too. The Commission asked DuWayne to notify Shane Bettenhausen, Rifle Range Manager, about this so he and the Gun Club Board can decide what to do about it.

Miscellaneous- The Commission asked DuWayne if he could fill in for Joe Janz during the High School Rodeo and 4-H Camp in June when Joe is gone and DuWayne said yes.

3:55pm- DuWayne Bohle left the meeting.

4:00PM SENIOR CITIZEN UPDATES

Present: Carla Brown, Council on Aging Director

Carla Brown gave the Commission updates on the activities in the Senior Citizen Department. Carla said the bus grant has been submitted but she doesn't expect to hear anything about it for a while. The Commission asked Carla to write a letter to Roddy Rost to let him know she is working on a plan to provide the rural transportation service he inquired about.

4:05pm- Carla Brown left the meeting.

4:30PM SHERIFF UPDATES

Present: Trent Harbaugh, Sheriff

Trent gave the Commission updates on the activities in the Sheriff's Department. Trent said Steve Zachman is here this week working on the back cell.

Civil Service Fees- Trent said the Commission has the authority to set Civil Service Fees the Sheriff's Department collects according to MCA 7-32-2141. Trent asked the Commission if the Civil Service Fees for the Sheriff can be increased from \$40 to \$50. Trent said other Counties are charging \$60 and Fallon County hasn't increased their fees in ten years. The Commission said they will draft a resolution to increase the fees to \$50.

SWIFT- Trent told the Commission he read in the minutes where they were discussing with Chuck Lee, 911/DES Director and Andy Fujimori, IT Tech about using a program other than SWIFT. Trent asked the Commission to include him in further discussion about this. Trent said he has to ensure any program they may be considering works well with the programs Brenda Hoeger, Dispatch Supervisor and Brenda Flint, Sheriff Secretary, use since their programs are very integrated with SWIFT. Trent said although SWIFT may not have the best support system it is considerably less than other programs like it. Trent said they have 20 years of information stored in SWIFT right now that cannot be transferred to another program. Trent said SWIFT only costs the County \$10,000 per year whereas Zuercher Public Safety Software has a startup cost of \$210,000 and an annual fee of \$30,000. Trent said currently three other counties share the cost of SWIFT and he is concerned if the cost increased considerably they may not want to continue contributing to it. Trent said if the other counties stopped contributing it would really disrupt Dispatch as their system is built around all the counties. Trent said the other thing to consider is that most of these new companies haven't tested their software extensively and he doesn't want Fallon County to be a test base for them.

Cell Speakers- Trent said he is getting a quote from Bob Brenner with Tab Electronics to repair the speakers in the jail cells as they don't all work properly. Trent will bring the quote to the Commission when received.

5:20pm- Trent Harbaugh and Dave Havens left the meeting.

5:20PM EVENING RECESS

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

THURSDAY, MARCH 10TH, 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 CEMETERY UPDATES

Present: Iven Felt, Cemetery Caretaker

Iven Felt told the Commission he would like to trade off the 2006 John Deere Tractor since it has over 700 hours on it. Iven gave the Commission a quote from Dakota Farm Equipment in Bowman for a X590 John Deere Tractor with a trade. The Commission said they would like Iven to get a price for this tractor without the trade reflected also. The Commission suggested trading in the older tractor at the Rifle Range instead and giving the 2006 John Deere tractor to the Rifle Range. Iven said he will get a couple more quotes, with and without trades for the Commission.

Iven asked the Commission if he should stake the area off south of the road for graves as all the stakes were removed when it was surveyed. The Commission said they will talk to Brosz Engineering about getting it staked out again.

9:15am- Iven Felt left the meeting.

9:15AM 4-H PROGRAM UPDATES

Present: Kodie Olsen, 4-H Program Coordinator; Elin Kittelmann, County Agent

Kodie Olsen gave the Commission updates and a written report on the items she has been working on and will be working on in the 4-H Program.

9:25am- Kodie Olsen and Elin Kittelmann left the meeting.

9:30AM COMMISSION WORK SESSION

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 SAFETY ACTIVITY UPDATES

Present: Julie Straub, Safety Director; Cindy Irgens, Safety Committee Member; Alba Higgins, Safety Committee Member

Julie Straub told the Commission the Safety Committee would like to offer individual training for people who are prone to trip, slips and falls. The Commission asked what protocol is and if having individual training like this for one person is appropriate and Julie said yes, it would be considered personal training. Julie said the Safety Committee would also like to offer individual training on proper lifting techniques and the Commission gave permission to offer both types of training.

10:15am Alba Higgins, Cindy Irgens and Julie Straub left the meeting.

10:25AM PARKS UPDATES

Present: Scott Rabbitt, Parks Director

Iron Horse Park Water and Sewer Line- Scott Rabbitt said he would like the water and sewer lines for the additional Iron Horse Park bathroom to be installed before the gravel is laid down. Scott said Stahly Engineering gathered the topo information for where the lines will be laid already. The Commission asked Scott to talk to Greg Stahly to get the information for the plumber who will install the lines.

Iron Horse Park Restroom Design- Scott and the Commission discussed putting in a combo picnic shelter/bathroom at Iron Horse Park and moving the existing bathroom at Iron Horse Park to the beach area of Triangle Park. Scott gave the Commission a copy of the invoice for \$12,000 from Griffith Steel when a picnic shelter/bathroom was built in 2015 at the Plevna Park. The Commission asked Scott to get an updated quote and then they can decide if they want to build it.

Splash Park Updates- Scott gave the Commission updates on the remaining items to be finished at the Splash Park and said he is hoping for a June 1, 2016 opening date. The Commission asked Scott to ensure his security cameras are operable before the water features are installed and he said he will. Scott said he received a quote of \$1,140 to have rain gutters installed on the north and south side of the Splash Park Bath House. The Commission gave their permission to have the rain gutters installed

Sidewalks around Lake- Scott and the Commission discussed the sidewalk that will be installed behind Shepherd's house and down Sewell Ave. Scott said Darcy Wassmann, County Attorney, said she needs a legal description of each property and asked Scott to have it surveyed. Scott said he also spoke with someone at Montana State to get an easement to cross the State land in front of Hoenke's residence rather than going on Chuck Davis's property.

Summer projects- Scott gave the Commission updates on what he has planned for his summer projects. Scott asked the Commission if they want to put a port-a-potty at the Skate Park until the new bathroom is done and the Commission said yes.

Fencing by Malcolm Residence- The Commission asked Scott to use the smooth wire the City of Baker has and stretch it across the fence by the Malcolm Residence and he said he will.

11:05am- Scott Rabbit left the meeting.

11:05AM LANDFILL UPDATES

Present: Tom Kachel, Landfill Manager

Tom Kachel gave the Commission updates on the things he has been working on at the Landfill. Tom gave the Commission the Account Aging Report as of today, March 10, 2016 and discussed the accounts he is working on collecting. Tom asked the Commission if he could move the old shop to the

new landfill site so everything doesn't have to be moved all at once when the time comes. Tom said he has money in his budget to do this and the Commission gave permission.

11:15am- Tom Kachel left the meeting.

11:15am- Commissioner Ranum excused herself from the meeting.

11:15AM PLANNER UPDATES

Present: Mary Grube, Planner Administrative Assistant

Mary Grube gave the Commission updates on the activities in the Planning Department and gave them a Quarterly Report to review.

11:20AM LAND SURVEYOR DISCUSSION

Present: Mary Grube, Planner Administrative Assistant

Mary Grube told the Commission a contract is needed for land surveying services as the funds for this service need to start going through the County. Mary said KLJ can add the service to the existing contract they have with the County and will charge \$250 for the service. Mary gave the Commission an amendment to the KLJ Contract to review and said if they sign it a new fee schedule will need to be adopted as the price would go from \$100 to \$250. The Commission said they will review the information.

11:20am- Mary Grube left the meeting.

11:45AM AMBULANCE UPDATES

Present: Lisa Mitchell, Ambulance Director

Lisa Mitchell gave the Commission updates on the activities in the Ambulance Department. Lisa told the Commission she and her crew responded to a mass casualty incident in Miles City and she discussed possibly drafting mutual aid agreements with other Counties.

Ambulance Purchase- Lisa gave the Commission bid specs for a new Ambulance with a Ford chassis to review. Lisa said the Dodge chassis is not available until 2018 and the Chevrolet chassis doesn't have the payload yet. Lisa said the chassis price is scheduled to go up April 1st, 2016 and would like to have the bid opening go out next week. Commissioner Baldwin said he is concerned about the issues the Ford chassis have and Lisa said the Dodge and Chevrolet have their own issues also. The Commission said they will wait until Commissioner Ranum returns to the meeting so they can discuss it with her before making a decision.

12:05pm- Lisa Mitchell and Dave Havens left the meeting.

12:05PM NOON RECESS

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

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 COMMISSION WORK SESSION

Calumet Easement- The Commission received the signed easements from Jeff and Josi Hadley for the Calumet Rd Box Culvert Project.

Agreement- The Commission reviewed and Commissioner Ranum signed the WIC Program Satellite Agreement for 2016.

1:30PM DISPATCH UPDATES

Brenda Hoeger, Dispatch Supervisor, was unable to attend the meeting therefore it was canceled.

1:45pm- Commissioner Baldwin excused himself from the meeting.

2:00PM GOLF UPDATES

Present: Eric Kary, Golf Course Supervisor

Eric Kary gave updates on the things he has been working on at the Golf Course.

2:15pm- Eric Kary left the meeting.

2:15PM SANITARIAN UPDATES

Present: Rich Menger, Sanitarian

Rich Menger gave updates on what he has been working on in the Sanitation Department. The Commission and Rich talked about him offering his Safe Serve class to vendors who serve food at the Fair. Rich said he wanted to be on the Planning Board but the City Attorney said it was a conflict of interest.

2:25pm- Rich Menger left the meeting.

2:45PM RIFLE RANGE UPDATES

Present: Shane Bettenhausen, Rifle Range Manager

Shane Bettenhausen gave updates on the activities at the Rifle Range. Shane said the backstops at the Rifle Range need to be built up with a front end loader and the dirt will most likely need to be brought in. The Commission told Shane that DuWayne Bohle, Special Projects Worker, is going to ask Bobby Wiedmer, Road Supervisor, to bring in scoria for the road leading to the propane tank.

Staffing- Shane said Mike Reddick, Chief of Police, and his officers are willing to work at the Rifle Range if Shane has to be gone for any reason. Shane said he is setting up a time to go through everything at the range with them.

Miscellaneous- Shane said the Gun Club Board Members asked if they can be given memberships for being on the Board. The Commission said no as it would set a precedence with other board members wanting to be given memberships or items for their service.

3:00pm- Commissioner Baldwin returned to the meeting.

3:00PM AIRPORT UPDATES

Present: Roger Meggers, Airport Manager

Roger Meggers gave updates on the activities at the Airport. The Commission and Roger discussed the Airforce's activity, future legislation and how that relationship is going. Roger said he hopes David Turch, Lobbyist, will continue to help them with this.

Purchase Requests- Roger said the Airport Commission Board would like to update the door on the heated hangar. Roger said the quotes to install a new door are between \$25,000-\$28,000 and he has money in his budget for it. The Commission said the insurance company paid \$10,000 to repair the door this could be put towards the cost of a new door. Roger said they also would like to install a 10x10 ft door in the building to move smaller equipment in and out instead of having to open the large door all the time. The Commission said they will review the quotes and let Roger know what they decide.

3:15PM RFQ ENGINEERING DISCUSSION

Present: Dan Brosz, Brosz Engineering, Shannon Hewson, Brosz Engineering

The Commission and Dan Brosz discussed the County publishing a Request for Qualifications (RFQ) advertisement when needing engineering services. Dan said Montana State recommends doing this but most small cities and counties don't. Dan said if federal funds are involved in the project it is a requirement to publish the RFQ ad. Dan said some of the challenges with publishing the ad is determining what company is the best fit for the projects you are wanting to have engineered. Dan said the ad doesn't have to be published for every project but could be put out annually or bi-annually with a broad description of the types of projects you are doing such as "bridge work". Dan said they could even put the ad out right before the fiscal year begins for projects slated in that year. Dan said he will get an RFQ statement to the Commission for Brosz Engineering.

3:40pm- Dan Brosz and Shannon Hewson left the meeting.

3:45PM COMMISSION WORK SESSION

Insurance Updates- Debbie Wyrick, Deputy Clerk and Recorder, gave the Commission a report on the most recent insurance claims. Debbie said a claim was submitted for a shattered window in one of the Parkview Complex units. Debbie said she is also notifying the insurance company about a major water line break that occurred in the basement of Parkview I yesterday.

4:15PM JUSTICE COURT UPDATES

Present: Nicole Benefiel, Justice of the Peace

Nicole Benefiel gave the Commission updates on what she and her staff have been working on in Justice Court. Nicole said the District Court's calendar has been very full with the new Judge in place and it is making it difficult for her to have access to the court room to hold court. Nicole said she suspects the busyness is due to things piling up in District Court until the new Judge was appointed and is hoping it will slow down in time. Nicole said if it doesn't slow down the Commission may need to decide how to provide Nicole with another court room. The Commission asked if she could conduct any

of her business in her office. Nicole said she can conduct omnibus hearings without the defendant present in her office but will not conduct them if the defendant is present and tries to do as much as she can in her office presently.

4:30PM INTERIM COUNTY EMPLOYEE DISCUSSION

Present: Nicole Benefiel, Justice of the Peace; Julie Straub, Human Resource Manager; Darcy Wassmann, County Attorney

Julie Straub and all present met to discuss changing one of Nicole Benefiel’s intermittent employees to a permanent part-time employee. Julie said an interim employee was hired in Justice Court to staff the office when Nicole and her assistant are in trial or unavailable as by law her office needs to remain open during business hours. Julie said this interim employee has been working consistent hours each week and therefore is not truly “intermittent”. Julie said she is responsible for ensuring all jobs are classified correctly so a change needs to happen with this position, the employee either needs to stop working consistent hours or the job needs to be changed to a permanent part-time position. The Commission asked Nicole what she would like to do with the position. Nicole said she normally holds court on Wednesdays from 2-5pm and Thursdays from 11-5pm so this employee is needed on a consistent basis. The Commission asked if Nicole’s budget can support this change and she said yes, these wages were included in her staff budget. Julie said they can set the position as a 9 hour per week position and Nicole said that would be sufficient hours. Julie said to make this change they will need to terminate the intermittent employee and rehire her as a part-time employee and an internal recruitment must be done for it. The Commission asked what would happen if this person was no longer needed for 9 hours and Darcy Wassmann said the employee could file for unemployment. Julie said they could also terminate the part-time position and hire the person back as an intermittent employee again. Nicole said her office has been very busy and doesn’t foresee the hours decreasing but if they did she would notify the Commission immediately. Nicole asked Julie if this employee could work more than 9 hours if needed and Julie said yes, as long as it wasn’t on a consistent basis

Commissioner Ranum made the motion to terminate the intermittent position in order to reclassify and recruit for a permanent part-time position of 9 hours in the Justice Court office. Commissioner Randash seconded the motion. 3 Ayes. 0 Nays. The motion carried unanimously.

4:45pm- Julie Straub, Darcy Wassmann and Nicole Benefiel left the meeting.

4:50pm- Dave Havens left the meeting.

4:50PM ADJOURN

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

ADJOURN
s/Steve Baldwin, Chairman

MINUTE TAKER:
s/Lani J. DeBuhr, Clerk

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