

9:00AM CONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Member; Lani DeBuhr, Recording Clerk

ABSENT: William L. Randash, Member

FALLON COUNTY COURTHOUSE

9:00AM ELECTED OFFICIAL MEETING TO DISCUSS DEPARTMENT CONDUCT

Present: Barb Ketterling, Treasurer; Brenda Wood, Clerk and Recorder; Darcy Wassmann, County Attorney; Jerrie Newell, Clerk of Court; Nicole Benefiel, Justice of the Peace; Trent Harbaugh, Sheriff

Commissioner Ranum said she called for the meeting to discuss conduct of employees with the Elected Officials as she feels the Commission has lost management of its employees. Commissioner Ranum said because of this she would like to begin meeting with Elected Officials and Department Heads one-on-one to discuss issues as they arise rather than being given the information by someone else. Commissioner Ranum cited various incidents in which the Commission was not involved with employee issues or discussions and feels Commission decisions are being conducted when the Commission is not in session.

Barb Ketterling said State statute sets forth she is the one to manage her employees and if she has personnel issues she would ask Julie Straub to help her as that is what a Human Resource Manager is for. Barb said if it became a bigger issue then her and Julie could resolve she would then bring it to the Commission. Commissioner Ranum said that is fine, Barb can manage her employees as she sees fit. Nicole Benefiel agreed with Barb and said there is a difference between personnel issues and supervisory issues. Nicole said she thought the quarterly meetings with Elected Officials and Department Heads were set up to help the Commission manage and communicate with their employees better and Commissioner Baldwin said yes, that is the purpose of those meetings.

Nicole said she is concerned about the Commission not being at all the Fallon County Policy review meetings. Nicole said she answers to the Montana Supreme Court and because of this there are things in the Fallon County Policy Manual she will not be able to sign off on. Commissioner Ranum said the Policy Manual is needed but employers have a way of twisting the manual to their own use and there are things in the Manual she wouldn't sign off on either. Darcy said the Commission has to approve and adopt the Policy Manual so if there are things the Commission doesn't approve of they need to keep working at it until they can all approve it.

Darcy Wassmann asked for clarification on what conduct Commissioner Ranum set the meeting up for. Commissioner Ranum said one thing they have been struggling with is when people try and speak up in a meeting and are shut down by the Recording Clerk. Commissioner Ranum said it was put in her job description but doesn't know why since it is the Commission's job to do that and it puts the Recording Clerk in an awkward spot. Commissioner Baldwin agreed and said he needs to do a better job at managing the meetings. Barb agreed but said if something goes south in a meeting someone needs to shut it down, that it's not fair to let it keep going.

Darcy said the Study Commission letter was misleading and gave out wrong information and others present agreed. Darcy said because of this she would like to encourage Department Heads and Elected Officials to respond by clarifying the erroneous information and present it to the public in a pamphlet form. The Commission agreed.

Commissioner Ranum said she would like to start meeting with Trent Harbaugh once a month to discuss what is going on in his department and the overtime hours that are being accrued. Trent agreed it would be a good idea and said he believes his office and all others conduct themselves in a professional manner. Darcy agreed and said any concerns the Commission has can be addressed in open meetings.

9:33am- Barb Ketterling, Brenda Wood, Darcy Wassmann, Jerrie Newell, Nicole Benefiel and Trent Harbaugh left the meeting.

9:45AM COMMISSION MINUTES APPROVAL FOR WEEK OF NOVEMBER 14-18, 2016

The Commission reviewed the minutes for the week of November 14-18, 2016.

Commissioner Ranum made the motion to approve the Commission Minutes for the week of November 14-18, 2016. Being there was no second, Commissioner Baldwin, 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

Shop Updates- Alba Higgins gave updates on the vehicles and equipment being serviced or repaired this week. Alba said Mitch Overn and Bobby Wiedmer will be getting Class A/B training for the underground fuel tanks. Alba suggested having all County employees who use the fuel tanks at the County Shop to be trained on

how to operate the emergency shut off switch and who to contact in the event of a fuel tank emergency. Bobby said the training could be done during a monthly safety meeting and the Commission agreed. Alba and the Commission discussed the maintenance of the fuel tanks at the Road Department and Airport.

Road Updates- Bobby gave updates on the activities the Road Crew will be working on this week.

10:15am- Alba Higgins left the meeting.

Project Updates- Bobby gave updates on the Cooper Box Culvert, Dry Fork Box Culvert, Westmore Box Culvert and Webster Box Culvert. Bobby said there is 200 feet of old fencing along Westmore Road that will be taken out and the new fencing will go from the corner on.

10:25am- Bobby Wiedmer left the meeting.

11:00AM GOLF COURSE UPDATES

Present: Eric Kary, Golf Course Manager

Eric Kary gave the Commission updates on the items he will be working on this week.

11:05am- Eric Kary left the meeting.

11:15AM CLERK OF COURT UPDATES

Present Jerrie Newell, Clerk of Court

Jerrie Newell gave updates on the activities in the Clerk of Court office. Jerrie said she would like to have a computer dedicated for public use in her office so the public can come in and research judgements and cases as needed. Jerrie said she would also like to have a work station built in her office for people to use when doing research. The Supreme Court would purchase the computer but the work station would be the County's responsibility. The Commission gave Jerrie permission to get a quote for the work station.

11:22am- Jerrie Newell left the meeting.

11:30AM CLOSED/PERSONNEL

11:45AM PUBLIC COMMENT

Mary Grube, Planner Administrative Assistant, joined the meeting. Mary reported Forrest Sanderson, Contract Planner, said he can issue a permit for Sander Rentals to keep the chain link fence on their property since they raised the fence off the ground to allow water to flow underneath it. Mary said Forrest wanted the Commission's permission to issue the permit and the Commission gave permission.

11:52am- Mary Grube left the meeting.

12:00PM NOON RECESS

Commissioner Ranum 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. The motion carried.

1:00PM RECONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Member; Lani DeBuhr, Recording Clerk

ABSENT: William L. Randash, Member

FALLON COUNTY COURTHOUSE

1:00PM CTEP PROJECT DAMAGE DISCUSSION

Present: Mona Madler, SMART Executive Director

Mona Madler reported a man backed into the flashing crosswalk beacons at the Plevna School crosswalk and caused damage to the pedestal and battery box. The estimated costs to repair the beacons is \$2,000 and although the beacons are located in the States right of way, the liability of the damage lies with the driver of the vehicle. Mona said Dale Boehning with MDOT and Dave Holien with CTEP suggested the County have it repaired right away and then submit the bill to the driver's insurance for reimbursement. The Commission and Mona discussed the purpose of the wheel stops at the crosswalk and where they were placed. The Commission gave permission to have the repairs done immediately and then submit it to the driver's insurance company.

1:15pm- Mona Madler left the meeting.

1:15PM CLAIMS APPROVAL

The Commission reviewed and approved the November Mid-Month Claims in the amount of \$166,134.28 and they are filed in the Clerk and Recorder's Office.

2:00PM FALLON COUNTY POLICY MANUAL REVIEW SESSION

The Commission attended the Fallon County Policy Manual Review Session in the Library Basement.

3:00PM COMMISSION WORK SESSION

Board Appointment- Lyle Neary submitted a letter of interest stating he would like to serve on the Council on Aging Board.

Commissioner Ranum made the motion to appoint Lyle Neary to the Council on Aging Board for a term that will expire July 31, 2019. Being there was no second, Commissioner Baldwin stepped down from being Chair and seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.

Fairgrounds Food Concession Pay App- The Commission reviewed and Commissioner Baldwin, as Chairman, signed Pay App #4 from Tooz Construction for the Fairgrounds Food Concession Project in the amount of \$233,228.50.

Board Agenda/Minutes- The Commission reviewed Board Agendas and Minutes.

Revenues- The Commission reviewed revenues received during the week.

Department Notices/Reports- 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.

3:30PM WELLS FARGO BANKING FEES DISCUSSION

Present: Barb Ketterling, Treasurer; Julie Post, Deputy Treasurer

Present by Conference Call: Bruce Glennie, Wells Fargo Business Banking Manager; Jeanne Clark, Wells Fargo Business Associate; Bo Kombol, Wells Fargo Senior Ag Industry Specialist and Business Banker

The Commission and all present discussed the banking fees Wells Fargo (WF) is charging to the County for their 2nd quarter banking services. The County has \$780.27 worth of fees assessed to them for the 2nd quarter of 2016 which has not happened in the past. Bruce Glennie said WF cannot pay "interest" on the money the County holds in their WF account but rather gives the County an Earnings Credit Rate (ECR) on the funds. Bruce said normally the ECR is enough to offset the banking fees but now that the account balance is lower than normal along with the ECR being decreased it is not enough to offset all the banking fees. Bruce said this situation has been happening to other companies as well. Bruce said they have stopped doing the daily sweep on the account since it no longer pays to do so and will look for other ways to save the County money. Bruce said if the County increased the amount of funds in the account he could possibly increase the ECR and then it would nearly absorb the fees. Julie Post said she wanted to clarify that the ECR could be raised but only if there was more money in the account. Bruce said he would need to get it approved by management and can't commit to it now but will see what he can do to make it happen. Barb Ketterling said she would like Bruce to provide a scenario that would show the amount of money that would need to be in the account to earn a higher ECR and how it would offset the fees.

WF has been charging the County every time they go into their account online to look up warrants or print them out. Julie said they shouldn't be charged for this as they no longer are given paper copies of the checks. Jeanne Clark said that is correct but the images of the checks are on the bank statement sent to the County. Julie said she has to reconcile her account daily and cannot wait to view the checks until the end of the month and because of this has to get into the account online and print out checks often. Bruce said he will have to look more into this to see if anything can be done about it. Julie said WF charges the County for several miscellaneous items such as making deposits or withdrawals in their account whereas the local bank does not. Julie said the local bank only requires the county to have a minimum balance in their account to avoid the fees. Julie explained the difficulties she has with depositing money at the local branch and the amount of time it takes. Bruce said he will discuss this with the manager at the local branch to speed up the process. Bruce said they will do what they can to lower the fees in the future and explained the fees will not entirely go away as that is the way they recoup their costs in servicing the account. Julie asked if WF could pay the County their excess ECR earnings in quarters where their earnings exceed the banking fees. Bruce said by law they cannot pay interest on a standard business account but can give credit (ECR) to offset fees. Bruce said when the ECR earnings exceed the banking fees that amount moves forward in the account and is not paid out directly to the County. Julie said that doesn't seem right since for years they have earned more in ECR than their banking fees but haven't been paid the excess whereas now they are required to pay the fees since the ECR earnings doesn't cover them. Bruce said he will see what he can do to help the County and get back to Barb and Julie.

3:56pm- Bruce Glennie, Jeanne Clark and Bo Kombol ended the call and thereby left the meeting.

Barb said when she was first became Treasurer she met with WF representatives to discuss their fees and they told her setting up a savings account would help offset the fees, which she did but now that doesn't seem to help either.

4:10pm- Barb Ketterling and Julie Post left the meeting.

4:10PM FAIR BOARD UPDATES**Present: Barb Lechler, Fair Manager**

Barb Lechler gave updates on the activity Tooz Construction has been doing on the Fairgrounds Food Booths and what they will be completing before Thanksgiving weekend. Barb gave updates on the activities at the Fairgrounds this month, including the Wild Game Feed, Teacher Appreciation Dinner and the upcoming Athletic Banquet.

4:22pm- Barb Lechler left the meeting.**4:45PM ADJOURN**

Commissioner Ranum made the motion to adjourn the meeting. Being there was no second, Commissioner Baldwin seconded the motion. 2 Ayes. 1 Absent. 0 Nays. The motion carried.