

9:00 AM CONVENE

PRESENT: Steve Baldwin, Chairman; Roy Rost, Deb Ranum, Members; Kelsey Phillips, Clerk-Secretary and Brenda J. Wood, Clerk and Recorder
FALLON COUNTY COURTHOUSE

9:00 AM PUBLIC COMMENT – AGENDA ITEMS

No one appeared for public comment.

9:15 AM MINUTES APPROVAL FOR WEEK OF NOVEMBER 20 – NOVEMBER 24, 2017

Commissioner Ranum made the motion to approve the Commission Minutes for the week of November 20, 2017 with corrections. Commissioner Baldwin stepped down from the chair to second the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:17 AM MINUTES APPROVAL FOR CLOSED MINUTES FOR NOVEMBER 13, 2017

Commissioner Rost made the motion to approve the Commission Minutes for Closed Session held November 13, 2017. Commissioner Ranum again refused to read the Closed Minutes. Commissioner Baldwin stepped down from the chair and seconded the motion. Commissioner Baldwin asked for any other discussion; there being none. 2 Ayes. 1 Nay (Commissioner Ranum). The motion carried.

9:35 AM COUNTY DEVELOPMENT ADVISOR-UPDATES/Jason Rittal, County Development Advisor

County Land Appraisal-The total acres originally submitted to the Appraiser included the old Landfill. The acres listed on the original lease were off by 3.59 acres. The portion of ground the County will be selling will not include the Landfill and will be less 3.59 acres as well. The Commission made the decision to have the land resurveyed and present the correct acreage to the Appraiser.

Shooting Range Grant-Jason is going to assist the Shooting Range Board in writing a Fish, Wildlife, Parks Grant that will allow them to purchase an electric gate and target cameras.

Jim Leischner and Jade Boggs, Insurance Store Representatives joined.

Hail Recovery-The bells for the lights around the lake should have been recently replaced. Still working on all building hail projects. Jason will be checking all the projects today. Terry Sukut, JGA will be coming this week and again in a few weeks to complete a final walk-through of all the projects.

9:50 AM Jason left the meeting.

9:50 AM INSURANCE STORE UPDATES-Jim and Jade

Bond-The Commission signed the Bond for Don Schillinger's position as the County Superintendent of Schools.

Insurance Store News-Jim wanted to let the Commission know he is retiring and they do not expect any major changes. Jade will probably bring another person on board to help him with the County's Account. Jim thanked the Commission for the opportunity to maintain the County's insurance for all these years. The Commission thanked Jim for his years of service and wished him the best in his retirement.

Insurance-Jim commended the County on the County's safety program and the addition of Human Resources, as that helped tremendously with Insurance premiums. Although Travelers premiums were less than the previous carrier, Traveler's Representatives were very impressed with Fallon County and the programs and Departments in place.

10:05 AM Jim and Jade left the meeting.

10:05 AM ROAD DEPARTMENT UPDATES/Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Supervisor
SHOP UPDATES:

Repairs-Alba discussed the truck taken to Billings for repairs. The after-treatment cooler is plugged, again. Alba is waiting to find out why this keeps happening to this truck before authorizing the \$7,500 repair. Other vehicle/equipment repairs were discussed as well.

Diagnostic Tool-The Commission approved the purchase of a diagnostic tool.

Fire Truck-If the Commission decides to keep the fire truck, Alba feels it could possibly be used as a sanding truck, upon removal of the fire body.

Door Repair-The part for the shop door should be in this week so the bay will be useable again.

ROAD UPDATES:

Coral Creek Road-During the Lake project the Contractor is responsible for maintenance of the Road.

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10:20 AM Jason Rittal, County Development Advisor joined.

Plevna Snow Removal Equipment-Commission agrees to transfer the FWD to the Town of Plevna. Alba will first discuss this with the Plevna Town Council and report their decision to the Commission.

10:25 AM Alba left the discussion. Shannon Hewson, Brosz Engineering joined.

Surfacing-Bobby reported the Road crew is hauling surfacing on various roads within the County.

Cattle guards-Discussed placing a steel plate, with gravel, over the two cattle guards, (in the project area on Coral Creek Road), or fill them with gravel until the Lake Project is complete. Some of the cattle guards are already half full and will need to be cleaned often throughout this project if the Commission chooses to do nothing. Once the project is complete they will pull and clean the cattle guards in the spring. Permission granted to place the plates over the cattle guards. Bobby will visit with concerned landowners about this as well.

10:35 AM Bobby left the meeting.

PROJECT UPDATES:

Baker Lake Project-Shannon reported 50% of the debris cleanup is completed; Iron Horse Bay is completely finished. The Contractor does not believe he can get into the middle section because it is so soft and is also concerned about the deadline issue. Shannon felt we were told we need to apply for the extension now. Jason stated Chuck Lee, DES/911 Coordinator already applied for the extension.

FEMA-The FEMA representative was here and reported he is pleased with the way the debris removal has been handled. FEMA would like the Contractor to take pictures of the debris removed for justification purposes. Shannon stated Brosz Engineering is taking care of the pictures so the Contractor can continue to work.

Easements-There are only a few easements missing for the project at this time.

Smith Contracting-Discussed the remaining dewatering project issues. Smith Contracting's lack of project completions will affect the County's portion of the existing project. Shannon stated there has been no response from Smith Contracting, regarding the last letter sent by Brosz on behalf of the County.

Baker Lake Project (continued)-There has been 11 ton of debris removed from the Baker Lake to date. Wetlands Mitigation was discussed.

Brosz Engineering Addendum-The Commission reviewed the addendum, to the original Brosz Engineering contract, due to all the extra work they are having to do because of Smith Contracting issues.

TransCanada/Road Haul Agreement-TransCanada is completing an addendum to the gravel specs for the pipeline; the gravel specs are the Road Supervisor's biggest concern.

11:00 AM Dale Butori, Weed Supervisor joined the meeting.

11:05 Jason and Shannon left the meeting.

11:05 AM WEBSITE DESIGN/Dustan Davis, IT-TECH

County Website-Dustan was asked to return so Commissioner Rost could see the new design Dustan would like to use for the County's website. Commissioner Rost felt this will be much more user friendly. Discussed the needs of each Department and the fact some Departments add their own items to the website. Dustan discussed the County may need to purchase more licenses if other Departments decide to work on their website page. Commissioner Rost would like the Parks added to the Website with hours and times parks features are open. Dustan will also add the Baker and Plevna Fire Departments. Dustan plans to meet with each Department Head to see what they would like on their page. Dustan discussed adding some search engines for the website. The Commission granted permission to proceed with the updated website designs.

11:22 AM Dustan left the meeting.

11:22 AM PICKUP BIDS/WEED SPRAYING FOR COUNTY LEASES/Dale Butori, Weed Supervisor

Truck Bids-Dale received quotes from 5 different Dealerships. The low quote was received from American Ford. Debbie Wyrick, Deputy Clerk and Recorder gave Dale the Insurance payment information of \$31,073 for the truck that was wrecked. Dale explained that will leave him approximately \$5,000 short of having enough funds to pay for the new truck. The funds will be taken from Capital Projects Fund #4300. Dale will notify American Ford that they were awarded the quote.

Commissioner Rost made the motion to purchase the truck from American Ford for \$36,967.

Commissioner Ranum seconded the motion. Commissioner Baldwin asked for further discussion; being none. 3 Ayes. 0 Nays. Motion carried unanimously.

Equipment-Dale asked if he should trade an old John Deere/Side-by-Side or would the Commission rather he ask other Departments if they have a need. The Commission agrees to ask other Departments if they need it.

Weed spraying/County leases-The Commission agreed to leave the County Leases as they are; the Lessee currently takes care of weed spraying.

Conference-Dale asked if any of the Commission would want to attend the Weed Conference/ January 8-11th in Great Falls. Commissioner Baldwin will attend this time.

MONDAY, NOVEMBER 27, 2017 (CONTINUED)

11:45 PM Commissioner Ranum made the motion to take a noon recess. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; there being none. 3 Ayes. 0 Nay. The motion carried.

NOON RECESS

RECONVENE

PRESENT: Steve Baldwin, Chairman, Deb Ranum, Roy Rost, Members; Kelsey Phillips, Clerk-Secretary; Brenda Wood, Clerk and Recorder
FALLON COUNTY COURTHOUSE

1:15 PM PUBLIC COMMENT – NON-AGENDA ITEMS – ONEOK PIPELINE/Kevin Braun and Mike Griffith
WBI Easement proposal-Landowners want the surface rights WBI is requesting to be removed. The Attorneys decided on mediation, which will take place January 16, 2018 in Glendive; WBI will pay for the mediator. The mediation is for the Rural property owners, as the City landowners have settled with WBI.
Oneok Pipeline-This pipeline will follow the Denbury pipeline. The Landowners will meet with Denbury in December.

Road Discussion-Kevin would like to place a cattle guard on a dead-end road going into the old Herb Schell residence; he would place it by the house. Kevin will place and pay for the cattle guard. Commissioner Ranum asked if there was easement into the residence. Kevin stated there was, but also agrees he does not care if the County does not plow that road, even though the County has an easement. Commissioner Baldwin phoned Bobby Wiedmer, Road Foreman who agreed that was okay. The Commission agreed to allow Kevin to proceed.

1:25 PM Kevin and Mike left the meeting.

1:30 PM COMMISSION WORK SESSION

The Commission moved up their Work Session as the 1:30 appointment will be a little late. The Commission reviewed emails, letters, various revenues received, various Department Reports, Board Minutes and Agendas.

2:10 PM Commissioner Rost made the motion to go into Executive Session; Commissioner Baldwin stepped down from the Chair to second the motion. Commissioner Baldwin asked for further discussion; there being none. 2 Ayes. 1 Nay (Commissioner Ranum). Motion carried.

2:10 PM CLOSED SESSION/LEGAL

2:45 PM Commissioner Rost made the motion to come out of Executive Session. Commissioner Baldwin stepped down from the Chair to second the motion. Commissioner Baldwin asked for any discussion; being none. 2 Ayes. 1 Abstain (Commissioner Ranum). 0 Nays. Motion Carried.

2:45 PM FINALIZE COUNTY LEASES/REVIEW BLANK EASEMENT-This meeting will be moved to later this afternoon.

2:45 EMPLOYEE EVALUATION/Dustan Davis, IT TECH

Commissioner Rost stated he completed the evaluation and went through it all with Dustan. Commissioner's Baldwin and Ranum read the evaluation, agreed with the written comments and signed in approval. This will be given to Human Resource to be placed in Dustan's file.

Other IT Discussion-The group discussed having a backup plan incase Dustan is gone. Dustan will try to find someone that would be interested in doing this, on a contract basis, and report back to the Commission.

Vacation Request-Dustan presented a vacation request for approval. Commission signed in approval.

3:00 PM Dustan left the meeting.

3:05 PM FINALIZE COUNTY LEASES/REVIEW BLANK EASEMENT/Darcy Wassmann, County Attorney

LEASES-The Commission stated, after meeting with the Weed Supervisor today, the Lessee will be responsible for weeds on leased County property. A Certificate of Insurance will be required annually;

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Lessee should present it when the lease payment is made to the County. Discussed possibly selling other County land in the future to get it back on the tax rolls. Darcy will make additional changes and send the leases to the Clerk and Recorder's office. The leases will then be mailed to proper Lessee's.

BLM Section-Commissioner Rost was approached by a Taxpayer, asking if the County would be leasing the section of ground the County purchased from the BLM. This land is near the Coral Creek Landfill. The Commission stated they would not be leasing that area at this time.

Blank Easements-Darcy will make the requested changes; this can be used for future County Easements.

3:37 PM Darcy left the meeting.

3:39 PM COUNTY LAND APPRAISAL/Jason Rittal, County Development Advisor

Jason met to discuss the parcel of land the County is having appraised for future sale. Jason asked if the Commission wanted the area that is already platted and the parcel which used to be the old dump to be surveyed as well. The Commission agreed that would be best. Jason will let the Surveyor know and will wait until he gets the quote from them before giving permission to proceed.

3:40 PM COMMISSIONER WORK SESSION

The Commission completed reviewing the rest of the folder items. The Commission signed the following Employee Certificates of Appreciation for years of service to Fallon County:

Tom Kachel, Jacob LaCroix, Maggie Bainter and Kendall Sieler-5 years

Diana Schmidt-10 years

Deborah Wyrick and Robin Miller-20 years

Iven Felt-25 years

Doug Bruha-30 Years

Congratulations to those listed for your faithful years of service to Fallon County.

4:00 PM

Commissioner Rost made the motion to adjourn. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; there being none. 3 Ayes. 0 Nay. The motion carried.

ADJOURN
s/Steve Baldwin, Chairman

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