

9:00 AM CONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Kelsey Phillips, Recording Clerk/Secretary

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

9:00 AM Ken Griffith, Member of the Public; Chuck Lee, DES-911 Coordinator; Joe Janz, Outside Building Maintenance Supervisor joined the meeting.

Power Bump- Discussion on the power bump that occurred during the weekend at the Court House, as well as different areas around town. An electrical cord is covering the handicap entrance. Joe will contact MDU to fix the issue and use the backdoor as a handicap entrance for the time being.

9:02 AM Joe and Chuck left the meeting.

Museum Mural- Ken asked if the Historical Society Charter Members names could be put on the mural outside the Museum. The painter is currently in Baker. It would be no cost to the County. The Commission agreed.

9:04 AM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

9:04 AM Ken left the meeting.

Insurance- The fire alarms still seem to be working after the power bump occurred. Discussion on the fan in the old barn at the Fairgrounds. Everything seems to be functioning fine in the Court House. Debbie is busy working on the rain out insurance for the Fair.

9:11 AM Debbie left the meeting.

9:28 AM MINUTES APPROVAL FOR WEEK OF AUGUST 13-17, 2018

Commissioner Rost made the motion to approve the Commission Minutes for the week of August 13-17, 2018 with corrections. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:29 AM Kimberly Jensen, Accounts Payable Clerk joined the meeting.

9:34 AM Jerrie Newell, Clerk of Court; Keli Bertsch, Deputy Clerk of Court joined the meeting.

Clerk of Court Budget- There is nothing too out of the ordinary with the Clerk of Court budget. A new table and chairs for the meeting room is needed. Discussion on items the State reimburses for, which does go back into their own budget. The postage budget has gone down because Jerrie prefers using e-mail, rather than mail. Jerrie expressed that Keli deserves credit and has done a great job in the office.

9:52 AM Jerrie, Keli and Kimberly left the meeting.

9:59 AM Julie Straub, HRM; Alba Higgins, Shop Foreman; Bobby Wiedmer, Road Supervisor; Mitch Overn, Mechanic joined the meeting.

Road Department Updates- A truck is getting picked up in Billings this week after getting repairs done to it. Discussion on other repairs within the Road Department vehicles. They are busy mowing today.

Staff Development and Succession Planning- Commission reviewed the Staff Development and Succession Planning within the Road Department.

10:06 AM Shannon Hewson, Brosz Engineering joined the meeting.

10:15 AM Julie, Alba and Mitch left the meeting.

101 Road- Bobby has gone to look at the 101 Road, as the work is in progress now. The school bus route will have to be changed because they won't be finished up with the project before school starts. Most people are instead using the Willard Road, which Bobby agrees is the best option. The Road Crew is waiting to mulch the Landfill Road until the spring because it is too dry to do it this summer.

10:23 AM Luke Holestine, City Employee joined the meeting.

Dump Truck- The City would like to use a dump truck for the day from the County. The Commission and Bobby agree with the use.

10:24 AM Luke left the meeting.

Baker Lake Updates- Wyrick Construction is nearly done building Wetland A. Almost all of the dirt work is complete and they will need to finish grading. Jasen Wyrick has asked to dig an extra few feet as a donation to the County to add contour in it for fishing purposes. The excess dirt can be used within the area. Shannon sees no issues with it, as well as no issues with permitting. Commission agrees. Gravel hauling is continuing to go well. Shannon expects there to be a minimum of three weeks left of gravel hauling. They are almost done shaping the second disposal area and the dozers will be sent to the primary disposal site.

Sidewalk Project- The Sidewalk Project tentative start date is Wednesday of next week. They plan to start at the Parkview Apartments first. Shannon will contact David Espeland, FMC CEO, to inform him of the progress.

Wetland Planting and Material Hauling- Shannon advised that if the Wetland Planting and Material Hauling it is going to be awarded, the Commission will need make a decision as soon as possible. He recommends moving forward.

10:37 AM Bobby left the meeting.

10:39 AM Eric Kary, Golf Course Superintendent joined the meeting.

Commissioner Ranum made the motion to accept the Amendment to the Baker Lake Wetlands and Silt Mitigation. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Rost made the motion to accept the Material Hauling Bid from Fischer Sand and Gravel, minus the rip-rap bid item #4 for \$44,710.00. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Rost made the motion to accept the bid for Wetland Planting by Watershed Restoration Group Inc for \$427,180.10. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Rost made the motion to accept Gamut Construction LLC for \$38,850.00 and accept Wyrick Construction's earth work rate charges inconjunction with the Boat Ramp Project. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:58 AM Kimberly Jensen, Accounts Payable Clerk joined the meeting.

10:58 AM Shannon left the meeting.

Golf Course Budget- The greens on the Golf Course will be seeded in the fall, as well as in the spring.

11:03 AM Commissioner Ranum left the meeting.

Different strategies were discussed to make the Golf Course greens better, as well as the grounds to help enhance the Course overall. Flowers will be planted next year. There were different irrigation issues this year that needed to be dealt with, putting the maintenance crew behind. The utilities budget was lowered because the previous years had a high budget with a low expense cost coming out. The Pump House will go into the hail fund budget. Discussion on the logistics that the Pump House will entail, as well as the type of roof it will have.

11:12 AM Commissioner Ranum rejoined the meeting.

Between the Golf Course and the Airport, there is a tree that has fallen on the fence. Eric is going to speak with Roger Meggers, Airport Manager, to discuss the repairs needed. It will most likely come out of the Golf Course budget.

11:17 AM Eric and Kimberly left the meeting.

11:20 AM Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

Fallon County Medical Health Plan Update- Debbie received the finalized copy of the Health Plan documents with the changes that were made, such as legal changes and grammatical errors. The only

other difference that Fallon County made was making sure that DOT physicals were covered under the Wellness Program. Commission will sign the clean copy of the document during the Work Session.

11:23 AM Debbie left the meeting.

11:30 AM JoDee Pratt, City Mayor; Angie Rabbitt, Recreation Department Supervisor; Scott Rabbitt, Parks Supervisor; Robbie Christiaens, Assistant Parks Supervisor joined the meeting.

Veteran's Memorial- The water from the sprinklers are hitting the Veteran's Memorial, which will be turned this week to eliminate anymore damage that may occur to them.

Splash Park- There is no water on the east side of town for the next few days; therefore, the Splash Park will not be turned on until Wednesday. It will be open until Labor Day weekend is over, weather depending.

Updates- The budgets are on the agenda later today for the Parks Department. Discussion on the budget meeting that took place with the City Council. There are no longer any Parks summer help employees, as they are done for the summer. Robbie and Scott will be taking down the tents at the Fairgrounds today.

11:57 AM JoDee, Scott, Angie and Robbie left the meeting.

11:58 AM Commissioner Rost made the motion to take a noon recess. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

RECONVENE

PRESENT: Steve Baldwin, Chairman; Deb Ranum, Roy Rost, Members; Kelsey Phillips, Recording Clerk/Secretary

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

1:10 PM Trent Harbaugh, Sheriff; Lynda Herbst, Inside Custodial Supervisor; Shad Waldo, S & W Heating and Cooling, LLC joined the meeting.

HVAC- Discussion on different repairs that may be able to help the HVAC system that is on the roof of the jail. Shad proposed moving a part to illuminate the weather causing issues with the system. A rough estimate is around \$4,000-\$5,000 for this, which is much cheaper than what the Commission were exploring beforehand. The Commission agrees that this may be worth a try. When a quote is received, they may move forward with it after reviewing it more in depth.

1:30 PM Trent, Lynda and Shad left the meeting.

1:28 PM Scott Rabbitt, Parks Supervisor; Robbie Christiaens, Assistant Parks Supervisor joined the meeting.

Parks Department Budget- Chemicals for the Splash Park come out of the operating supplies budget line. Scott would like to have the Splash Park be its own supply budget to be able to track better on what they are spending.

1:32 PM Kimberly Jensen, Accounts Payable Clerk joined the meeting.

All of the chemical and the utilities used could be on the budget as well. The Splash Park will now be its own budget in this coming fiscal year.

1:37 PM Kimberly left the meeting.

Discussion on the baseball fields and what it will cost for the infield materials. Scott would like to get it done this fall before the spring baseball season hits. The area that the security system is in at the Splash Park is needing to be moved.

2:00 PM Margie Losing; FMC CFO; David Espeland, FMC CEO joined the meeting.

Boy Scout Budget- The boy scout budget had no questions from the Commission.

2:01 PM Scott and Robbie left the meeting.

FMC Budget- The budget for FMC is comparable to last years. The Commission had no questions on the proposed budget. A portion of the funding for the Bobcat purchase will come from the Fairgrounds budget; the Hospital will pay for the remaining cost. The Bobcat is used for snow removal at FMC and the Parkview Apartments. Next month Margie plans to go over the year-end financials in depth with the Commission.

Parkview Apartments- The roof is connected to the Dietary area from the Parkview Apartments. Kimberly Jensen, Accounts Payable Clerk, will get the invoices to Margie so it can be covered by insurance. Parkview 1 is starting to have quite a lot of plumbing issues. These issues seem to be coming from the pipes. The Commission is prioritizing capital projects, with FMC and Parkview at the top of the list because of the water damage issue. The management of the Parkview Apartments will be staying at the FMC office. David feels that the Sidewalk Project plans are being redone when they were already completed. David was in the process of working on the plans before Brosz Engineering started on the project. The Commission would like to keep the Sidewalk Project with the Courthouse and Parkview combined.

RO Water System- Another repair that was needed to Parkview and FMC was the RO water system. It was 10 years old and quit working all together. It had to be redone completely and the cost was split halfway between the County and FMC. It is now working well.

Swing Bed Project- The Swing Bed project is going well, Phase 1 is complete. The air conditioning ventilation is going to be worked on. It has followed the budget as they had expected.

Updates- Discussion on the upcoming mill levy. The Commission would like David to look into putting a direct phone line from the Emergency Room to Dispatch. This way, Dispatch can notify the ER that an emergency is coming if the ambulances aren't involved. David will look into figuring out the best option.

2:41 PM Margie and Kimberly left the meeting.

2:53 PM Mary Grube, Administrative Assistant Planner joined the meeting.

Planning Department Budget- Commission reviewed the line items that haven't been used much in the past. Purchased services is no longer a line item because it is not used. Mary will be attending a couple different trainings this year. She would prefer to put her travel and training budgets in one-line item and combine the two for easier tracking. The plotter may be needed to be replaced within the next couple years.

Expedited Subdivisions- A new flyer for expedited review doesn't mean that a subdivision is going to go right through, but does speed up the process by bypassing the Planning Board and going straight to the Commission. It does eliminate about 40 days of the process. Discussion on the process of the Happy Horse Subdivision being put into place.

Interlocal Agreement with City of Baker- Before the next Interlocal Agreement with the City of Baker is signed, Mary would like to renegotiate the hours and contract pricing, as she feels she puts in more hours than allotted for in the agreement.

3:13 PM Mary left the meeting.

3:15 PM Kim Cuppy, Director of Public Health joined the meeting.

Health Department Budget- The office supplies budget was not changed from the previous year. More public relations have been added to the budget for this year also. The utilities budget was raised because of the increase of water costs.

Bio-Terrorism Budget- The Bio-Terrorism budget is mostly covered by grants; therefore, it will be staying as is.

3:21 PM Kim left the meeting.

CLAIMS APPROVAL

The Commission reviewed and approved the Mid-Month Claims for August 2018 in the amount of \$388,376.39 and they are filed in the Clerk and Recorder's Office.

Commissioner Rost made the motion to accept the resignation of Roland Maier, Road Department Operator. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commission Work Session

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas. They also discussed a plaque that will be placed at the Splash Park and the Concession Stands at the Fallon County Fairgrounds. They signed a Certification of Appreciation for Carla Brown, Council on Aging Coordinator, as she has served for Fallon County for 20 years, as well as Kim Saggio, Emergency

Communications Dispatcher/Detention Officer, as she has served for Fallon County for 5 years. Thank you to Kim and Carla, Fallon County wouldn't be the same without you. The Commission also signed the Fallon County Medical Health Plan Update.

4:58 PM Commissioner Ranum made the motion to adjourn the meeting. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING ADJOURNED

The Fair Board meeting took place on Monday at 6:30 PM at the Fallon County Fairgrounds with Commissioner Rost in attendance. On Tuesday, August 21, the Commission was invited to attend the FAA Airport Site Visit with Joe Nye, PE, the Commission was unable to attend.

ADJOURN
s/Steve Baldwin, Chairman

MINUTE TAKER:
s/Kelsey Phillips, Recording Secretary/ Clerk

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