

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

No one appeared for public comment.

9:29 AM Jason Rittal, County Development Advisor; Darcy Wassmann, County Attorney joined the meeting.

9:34 AM MINUTES APPROVAL FOR WEEK OF JULY 23-27, 2018

Commissioner Rost made the motion to approve the Commission Minutes for the week of July 23-27, 2018 with corrections. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Abstain (Commissioner Baldwin). The motion carried.

ACLU- More language was added to the letter that will be sent to the ACLU. It states that by reducing the timeline of searches within the County, it will not change the price. They can request to specifically look for different items, as that would significantly reduce the number of hours of searching that would be required. Darcy has prepared the letter to the ACLU. Carter County responded to the letter they received by stating they don't believe they have anything in their systems. The ACLU specifically narrowed their request to Carter County; therefore, they should do the same for Fallon County. Trenton Harbaugh, Sheriff has also reviewed the letter. The Commission and Darcy will sign and send it off today in the mail.

Grant Contract- The Department of Commerce Grant Contract will need to be approved to accept the contract for the \$90,000 grant for improvements to beaches. There are no objections from Darcy regarding the contract.

Commissioner Rost made the motion to accept the Grant Contract #19-51-038 from the Department of Commerce that was applied for by Jason Rittal in the amount of \$90,000 for Baker Lake. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Road Assessment- The Commission had a discussion on Road Assessments for County Roads that will be used as haul routes.

9:52 AM Darcy left the meeting.

Pump House- Griffith Steel sent a revised estimate on the Pump House building at the Golf Course. The materials cost has gone up and with a new pump going to be put in soon, they also plan to expand the building at the same time. Jason gave the Commission the revised estimate. Discussion followed on the size of the new Pump House Building. This decision will be placed on the agenda for a later date.

9:57 AM Mark Sieler, Road Foreman joined the meeting.

Updates- Final revisions were made to the article that will be placed in Fallon County Times regarding the recent trip the Commission and Jason took to Washington DC.

Landfill Scale- Shannon will do a final inspection on the Scale Project for the Landfill. It is close to ready to be operational.

Parkview Water Issues- Discussion on the water issues at Parkview. There are still issues that need immediate action. Shannon is going to start surveying what needs done to see if it will influence the Sidewalk Project. Additional piping may be needed, as well as a mitigator to strip down the staircase and get rid of the mold. The stairwell may need to have a sign in place that states to use in case of emergency only.

10:09 AM Shannon Hewson, Brosz Engineering joined the meeting.

One problem may be the groundwater, as well as surface water seeping. Sealing the cracks with epoxy will not fix the problem, as the water will find another way out. Discussion followed on possible ways to fix the problem.

10:17 AM Jason left the meeting.

Road Department Updates- The truck that was getting repaired in Billings should be done by Wednesday, as well as the Landfill Scraper. They are hoping to pick them up in one trip. Commissioner Ranum asked about the dent on the cold storage door and Mark informed her that it was ran into or backed into. The Road Department is going to repair it. They are busy hauling gravel and have been continuing to work on culverts.

Gravel- Shannon informed Mark that Jasen Wyrick will be hauling gravel to Coral Creek Road as part of the Lake Project. The Road Crew plans to mulch the shoulders for this road as well.

10:35 AM Mark left the meeting.

Baker Lake- Wyrick Construction is still hauling gravel for Schedule 1, but are completed as far as work within the Lake. Phase 2 was completed last week. Hauling materials out of the Lake is also complete. Phase 4 is the wetland process, which requires moving materials within the Lake to start building up the wetlands. Final quantities should be here within the next few weeks for the entire project.

10:36 AM Jason Rittal, County Development Advisor joined the meeting.

Wetland Planting- The pre-bid meeting for the Wetland Planting was last week. Two of the three contractors wanted the bid opening moved to next week. Shannon will finish the report for the fill removal area for the EPA.

Sidewalk Project- The pre-construction meeting for the sidewalks will be in the Courthouse basement this evening. The project will tentatively start around August 20th. The Commission plans to request the contractors to start at the main entrance so they aren't in the way of the Window Project. Other than that, it shouldn't affect the Window Project at all.

Baker Lake- The Lake Enhancements and Sand Quote project manuals will be done later today. Discussion on the slopes in the Lake.

Parkview- Discussion on Parkview and the water issue. They need to first figure out if there is or isn't groundwater. The surface water is a huge issue. It needs to be repaired right, which will include major digging around the landscaping.

10:57 AM Lynda Herbst, Inside Custodial Supervisor joined the meeting.

Baker Lake Plants-The agreement for the plants with Confederated Salish and Kootenai Tribal Forestry has been received. The quote was approved, this is now the formal contract. The County will pay for the plants as delivered on site.

Commissioner Ranum made the motion to authorize the Agreement Form 00520 for the Wetland Plants for Confederated Salish and Kootenai Tribal Forestry. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Pay Application #10- Commissioner Ranum made the motion to accept Payment #10 for Baker Lake Cleanup for Western Municipal for \$234,941.60. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion, being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Baker Lake Materials Hauling Project Bid- One bid was received from Fischer Sand and Gravel from Dickinson ND. They attached their license number and their bid bond to the bid. Addendum 1 is notified on their bid. The total base bid for Schedule 1 is \$113,475.00. There was no bid on Alternate A and no bid on Schedule 2. The bid only covers for the materials to be hauled and stockpiled on site. Because we did not get a bid on the placement, Jason recommends talking with Jasen Wyrick, Wyrick Construction, to negotiate a price on the placement of the materials. Shannon recommends negotiating with Fischer Sand and Gravel before deciding. Shannon will also talk to Jasen Wyrick.

11:12 AM Jason and Shannon left the meeting.

Boiler Room Valves- The valves are leaking in the Boiler Room. Lynda has seen two leaking in the last month or so. MTI is going to have their company come and count the valves. Commissioner Baldwin

would like to see a number on replacing the valves before it is decided on. It hasn't been budgeted for this upcoming year. Discussion on who could provide the service.

11:14 AM Luke Holistine, City of Baker joined the meeting.

Commission will visit with Terry Sukut, JGA, before a decision is made.

Extra Hours- With the Window Project coming up, the Maintenance Crew may need more hours in their schedules to move the furniture around. Commission agreed.

11:16 AM Lynda left the meeting.

Dakota Avenue Curb and Gutter- Luke brought in an estimate for the sidewalk and gutters on Dakota Avenue, specifically the area around Lyle Neary's property. Luke claimed that the sidewalk was never completed when the County did the sidewalk project around the Lake. Lyle Neary is interested in funding the sidewalk on his property, however Breann Owens has lost interest on her end. The County would be covering for the non-funded portion. Luke doesn't feel the curb and gutter needs to be engineered. The drain pipes are already in place. The street will get cold mixed, and once that happens it will then get paved. The total Luke gave is for the curb, gutter and 5 feet of the sidewalk. Lyle's payment will come off the top of that total. He would like it to be completed in the fall. The Commission explained they are right in the middle of budgets; therefore, an answer cannot be given today. As for Commissioner Baldwin, the City has already asked for budget funding, so funding individual projects may not be an option.

11:28 AM Darcy Wassmann, County Attorney joined the meeting.

Luke believes it's a benefit to both the County and City and a project that needs to be tied in before it gets stagnant.

11:30 AM Luke left the meeting.

Landfill Bill Collections and Liability Releases- Discussion on the bill collections as well as interest on overdue payment accounts for the Landfill. This new policy will be put in the rules and regulations as well. With delinquent accounts that are currently active, a letter will be sent out to notify the holders of the new policy. Liability releases will be signed by anyone who needs pulled out at the Landfill. Discussion on the Cenex payments.

Golf Course Agreement with Board for Overtime- All Golf Course employees are covered in the proposed agreement, which states that if there is overtime because of a tournament or event, the Lakeview Board will pay the wages.

Haar Lease- Discussion on taking off a part of the Haar lease because of the TransCanada Pipeline. The parties agree with it and knew it was happening. Discussion on the fencing that the sectioned off area will need.

12:07 PM Darcy left the meeting.

12:08 PM 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

1:04 PM JoDee Pratt, City Mayor joined the meeting.

City Budget- JoDee brought in the proposed City budget for the Commission to review, as she believes that the City needs money for the upcoming budget year. Commission asked JoDee to start applying for grants for projects, and she responded that she doesn't know where to start as they have never done any. JoDee doesn't know of anyone that could help with this. Commissioner Ranum suggested possibly hiring out another position for a grant writer. Another option for cutting costs would be to eliminate positions within departments. The Commission cannot give their word that they can give the City money each year, they can only speak for the current year. The Commission noticed the big

budget increases in multiple departments and asked JoDee about them. She is going to talk to different Department Heads about this.

1:23 PM Jason Rittal, County Development Advisor joined the meeting.

Commissioner Rost believes the Police Department is bigger than needed. JoDee disagrees. If there is an area she would cut back on employees, it would be from Parks and Recreation.

1:29 PM JoDee left the meeting.

First Dakota- The garage door was added into First Dakota's claim, as they have now completed that portion. They got it done. The payment will be a net total of \$94,341.06.

1:30 PM Kimberly Jensen, Accounts Payable Clerk joined the meeting.

Commissioner Rost made the motion to amend the amount for the First Dakota payment. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Travel Payment Options- Many County employees have been having trouble with the County credit card, as it doesn't always work for traveling. Some have ended up paying with their own credit cards. The current cards are under Brenda Wood, Clerk and Recorders name, making her have to authorize each use. Usually an authorization form and an ID is required. The City goes through Wells Fargo and has individual cards for each department. There was discussion that one card could be used specifically for travel and one for purchases. They would still have to be checked out through the Clerk and Recorder's office. Discussion on the Department Heads that use the card the most. The Commission does like the idea of the different cards for each department. They plan to integrate the credit cards into the budget meetings to get more input. Kimberly will research credit cards that allow multiple users.

1:50 PM Jason left the meeting.

1:55 PM Trenton Harbaugh, Sheriff joined the meeting.

1:58 PM Glenn Taylor, TransCanada Land Representative joined the meeting.

Sheriff Budget- The budget has not changed much from last year. Trent would like care of animals to be added as a line item. A few computers are needed to be replaced, as none of them were replaced last year. Discussion on dropping the operating supplies as the actual numbers are usually not close to the budget amount. Trent did apply for a grant for a Side by Side for both Sheriffs' Officers through the Keystone Pipeline. This would be a reimbursable grant.

Care of Prisoner's Budget- Discussion on a potential mobile office for the Sheriff's Department. It could potentially be stored at the Road Department, Trent will double check on that. This would service the officer's during Fair and other busy times and give them a chance for air conditioning and a place to relax. The women's block toilet is needing worked on, which is also budgeted for.

HVAC- The HVAC system should be going into the Building Maintenance budget.

Search and Rescue Budget- Overall, the budget will be staying the same as last year.

Coroner Budget- Discussion on putting a travel line item into the Coroner budget because of the need to stay overnight in other areas due to the job requirements.

2:49 PM Trent and Kimberly left the meeting.

2:50 PM Jason Rittal, County Development Advisor joined the meeting.

TransCanada- Glenn brought in the check for the amendments to the encroachment permits. They will still need to prepare a letter as to why they will not be casing the crossings. There is no issue with amending the encroachment permits. Discussion on the haul route. Commissioner Rost is concerned about the pipe yard location because the trucks have a possibility of getting stuck behind trains quite frequently.

2:59 PM Jason left the meeting.

3:04 PM Glenn left the meeting.

Commission Work Session

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas. They also answered a question for the Gotta Question they received last week regarding the Veteran's Day Memorial.

3:15 PM Commissioner Baldwin left the meeting.

Commissioner Rost and Commissioner Ranum attended a meeting in the Courthouse Basement Conference Room regarding the Sidewalk Project Pre-Construction that will be taking place at both the Courthouse and Parkview.

4:15 PM Commissioner Rost made the motion to recess for the evening. Commissioner Ranum seconded the motion. Commissioner Ranum asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Baldwin). The motion carried.

EVENING RECESS

TUESDAY, JULY 31, 2018

The Commission, Shannon Hewson and the Clerk and Recorder's Office attended a lunch with Jason Rittal at 12 PM, as this will be the last day he holds the position as County Development Advisor for Fallon County. He has now taken a position with MACo in Helena, MT. Thank you, Jason, for all of your hard work and dedication to Fallon County. You will be greatly missed.

2:45 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

ADJOURN
s/Steve Baldwin, Chairman

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

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