

9:00 AM CONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

9:18 AM MINUTES APPROVAL FOR WEEK OF JUNE 11-15, 2018

Commissioner Ranum made the motion to approve the Commission Minutes for the week of June 11-15, 2018 with corrections. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:25 AM Jason Rittal, County Development Advisor joined the meeting.

Luther Appraisals- Jason heard back from Luther Appraisals this week regarding the land that the County would like to sell. They responded back saying they haven't gotten to the appraisal yet, but plan to soon.

Planning Department Program- Discussion on the Planning Department Program Fees Resolution that is on the agenda for later in the day. The fees have not had any change from last year.

PRTC Meeting with Ellsworth Air Force Base- The PRTC meeting with Ellsworth Air Force Base will be held on Wednesday at 5 PM at Thee Garage. Jason is unsure of the outcome of people at the meeting since nothing has been advertised on the radio or newspaper thus far.

Development Advisor Updates- Jason would like to remain an onsite voter for Fallon County as he switches positions to MACo in Helena, MT. He will be a voting member for the Infrastructure Coalition and continue to help the County out in any way possible. This will allow Jason to be in contact with Commission during the meetings and stay in touch with updates. The Montana Economic Developer's Association is meeting in July and Jason would like to attend. Commission gave their approval.

9:47 AM Brandon Heal, KFLN Radio joined the meeting.

Bid Award for the Court House Window Project- Terry Sukut with JGA made the recommendation to award the bid for the Court House Window Project to Cucanic Construction.

Commissioner Ranum made the motion to award the bid for the Court House Window Project to Cucanic Construction for the base bid in the amount of \$255,605.00 and the Alternate 1 Bid in the amount of \$8,725.00. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

White House Invitation- The Commission has received an invitation along with other County Commissioners to attend meetings at The White House in Washington, DC. This will be a sit-down face to face meeting with several different Cabinet Officials. Jason explained that this could be a once in a lifetime opportunity and that the Commission should give extra thought about attending. He also recommended that if they do attend, they should spend a few more days to meet with other Congressional Delegation members.

9:57 AM Dale Butori, Weed Supervisor joined the meeting.

Commission will discuss attending and get back with Jason with details. MACo is willing to split the cost with Fallon County to send Jason on the trip as well.

9:59 AM Bobby Wiedmer, Road Supervisor joined the meeting.

10:00 AM Jason left the meeting.

Weed Department Truck- Commission informed Dale that the Weed Department pickup will not be getting repaired because the engine that needs replaced is worth more than the pickup itself. It will go into the County Auction as is instead.

10:02 AM Dale left the meeting.

Road Agreements for Pipelines- An engineer is looking at the Road Easements for the Keystone Pipeline. Discussion followed on putting bore permits on the roads, which Bobby thinks would be worth doing. Carter County is using Stahley's Construction to complete their bore permits. This would allow the roads to be covered by Fallon County in case of any damage due to the pipelines. Commission agrees with Bobby and will have him get the process started.

Updates- The Road Crew has been putting cold mix on the Stanhope area to repair the streets after the Stanhope Water-Sewer District Project. In two weeks they will start the chip and seal on different areas around town. They are busy hauling gravel to cover up the scoria on Coral Creek Road. There is just over one mile left. Discussion followed on permitting different gravel pits around the area.

10:12 AM Shannon Hewson, Brosz Engineering joined the meeting.

Baker Lake Beach Sand- Commission, Shannon, Jason and Bobby discussed the beach sand and the permitting that will be needed. They are allowed to take up to 10,000 yards of sand per the permit, but that includes anything that was already previously taken out.

10:15 AM Jason Rittal, County Development Advisor joined the meeting.

This contains anything removed from the stockpile, or any disturbed material. The area is more than one mile from another existing pit. With the screening process there will be a loss of 20-25% but will still have a good stockpile for Baker Lake. The permit is only valid for 180 days. If they were to permit a gravel pit as their own, it would take a lot longer and be more of a complex process. The shorter version will be the more practical choice. Shannon and Commissioner Rost will get an estimate on how much of the area has been disturbed. A temporary easement for access will need to be drawn up as well.

Public Meeting for Baker Lake- Shannon reminded the Commission that they will need to hold a public meeting regarding Baker Lake. This meeting would be for any updates on Baker Lake, the Lake Enhancement Survey and Plant Procurement. Shannon also recommended inviting Fish, Wildlife and Parks to discuss the placement and type of fish. Commission would like to receive any last-minute inputs on the enhancements before making their final decision. This meeting will be held Wednesday, July 11th at the Fallon County Courthouse Courtroom.

Coral Creek Road- A sample of gravel from the gravel pile for Coral Creek Road was taken, and Bobby would prefer it to be finer in order for it to bind better. Shannon is running different tests on it because it's a little different from the spec gravel. Bobby plans to pull the shoulders on Coral Creek Road before the material is put on it, after all the Lake material is done being hauled. The Road Department will be shaping the road, and Wyrick Construction will be placing the materials on top.

Baker Lake Rocks- The rocks being looked at from Knife River for Baker Lake look as though Shannon had expected. It is a hard rock, similar to the ones in front of The Bank of Baker. Discussion followed on getting different quotes on rocks as well before a decision is made, as well as where the rock will be placed and the stockpiles. This quote will include the big rock, rip-rap and sand material. Most of the cost will be from hauling the materials. The Road Department will haul the sand.

10:49 AM Bobby left the meeting.

Sidewalk Project- Diamond J Construction has submitted the different types of stamps that can be used on the face of the ramp for the Sidewalk Project on the concrete of the building. Commission viewed the styles and made their decision.

10:58 AM Julie Straub, HRM joined the meeting.

Veteran's Memorial- The question is still remaining whether or not the Veteran's Memorial should be moved closer to the Lake. The concrete that is there is going to have to come out regardless of what the Commission decides. If moved, the site could be prepped and ready. Jason would like to see a site plan before a decision is made. Shannon and Jason will return during Public Comment to discuss further details.

11:03 AM Jason and Shannon left the meeting.

Permission to Hire Seasonal Employee- Julie would like to ask permission from the Commission to hire Brittany Rishling as part of the Seasonal Weed Crew. One of the Weed Crew members resigned last week, leaving a position open. She is over 18 and can be used as a driver. This would be her seventh year working for Fallon County.

Commissioner Rost made the motion to hire Brittany Rishling for the Seasonal Weed Crew Position. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Salary Schedule Adjustment- Before Shyla Hadley was the Fairgrounds Manager, there had been no adjustments to the Salary Schedule for the position. There are only tiny increases for the six months

worked within the first year, which doesn't go along with rates for other positions in the County. Commission agreed that this doesn't leave much room for salary adjustments. Julie asked that the first salary step in employment for the Fairgrounds Manager be \$22.83, followed by \$23.68 after the first six months and \$24.53 after the first year. This would make it comparable with the other salary schedules for Fallon County employees.

Commissioner Rost made the motion to adjust the Salary Schedule for the Fairgrounds Manager at a starting rate of \$22.83. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

11:11 AM Julie left the meeting.

11:14 AM Shyla Hadley, Fairgrounds Manager joined the meeting.

High School Finals Rodeo Report- Shyla presented the expense and revenue report from the Montana High School Finals Rodeo. This report contained both the Rodeo and the Extreme Broncs. Shyla explained that almost 350 tickets were sold for the Extreme Broncs event, and that there were around 200 contestants in the Rodeo. Fallon County was awarded again with the bid for hosting the High School Finals Rodeo for the next three years. The new bucking chutes will be coming from Western Ranch Supply.

11:24 AM JoDee Pratt, City Mayor joined the meeting.

11:25 AM Scott Rabbitt, Parks Supervisor; Robbie Christiaens, Parks Assistant Supervisor joined the meeting.

11:25 AM Shyla left the meeting.

County Tent Usage- The County tents have never been able to be rented out for personal uses, such as weddings and reunions. Commission would like to keep it that way. There was miscommunication on one of the tents that was used previously for a wedding. The Commission would like to come up with a policy that includes where the tents may be used. They are not allowed for rentals, they are to only be used for the betterment of the City and County, such as Appreciation Day, Fairgrounds events, etc. JoDee and the Commission agreed that the tents would not be allowed to rent to the public personally. If it is community driven and for the community, the tents will be allowed. Liability of the tents was discussed. Commission is in agreement that some sort of insurance may be needed and will be added to the Parks Plan for future use of the tents.

4th of July – The Parks in Baker will be mowed and upkept for the 4th of July, as well as the bathrooms in each facility. The Fairgrounds will also be ready for the events that will take place. Scott assured the Commission that the trees at the Parks are getting watered along with the grass. The Splash Park has been used daily and everything seems to be working great. Discussed the chemicals that are in the water for the Splash Park.

Timesheets- Commissioner Ranum would like all overtime to be approved by the Commission prior to the time of the extra work. She would like a monthly copy of the timesheets as well. Discussion followed on the different types of upkeep that needs to be done at the Parks.

11:59 AM Scott, Robbie and JoDee left the meeting.

12:01 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; Roy Rost, Deb Ranum, Members; Kelsey Phillips, Recording Clerk/Secretary

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PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

1:15 PM Shannon Hewson, Brosz Engineering; Jason Rittal, County Development Advisor joined the meeting.

Veteran's Memorial- Shannon measured the area for the Veteran's Memorial if it were to be placed at Iron Horse Park, and it would be a tight fit. He suggested coming up with a different space that may be more suitable. The Triangle Park near the Gazebo would be a potential place for the Memorial. Shannon will put together a plat that would show how it will look in that area and bring it back to the Commission. Tiles will not be used at the Memorial after it is redone because of the wear the weather causes. Shannon will provide an estimate for this to be added into this upcoming years budget. Discussion on where the flags may go in correspondence to the Memorial.

1:34 PM Jason and Shannon left the meeting.

1:38 PM Stacey Moore, Director of Library Services joined the meeting.

Resolution #2018-20 – Adopting Fees for Planning Department Program- Commissioner Rost made the motion to Adopt Resolution #2018-20 – Adopting Fees for the Fallon County Planning Department Program. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously. This resolution is filed in the Clerk and Recorder’s Office.

Summer Reading Program- Summer reading is finishing up this week. Stacey explained she was very happy with the turnout, as they averaged over 60 kids each day. The activities of the summer reading program included a pool noodle obstacle course, reading on the lawn, searching for paper clips in a sand box, movie day, face painting, karaoke, and making their own drums. Rich Menger, Sanitarian, will be doing experiments with the kids this week with different types of rocks.

Library Updates- Stacey has been asked to be a part of the State Library Board. She will go to Helena three different times a year for meetings. Commission applauded her on a job well done, as this is not an easy board to get nominated for. Stacey asked the Commission for permission to start looking at getting a book drop for outside the Library. The Commission gave their approval. Stacey will bring in different price quotes before purchasing.

1:48 PM Tom Kachel, Landfill Manager joined the meeting.

The Library staff is thinking about putting on a movie day, as long as it won’t interfere with the Recreation Department activities. Stacey will work with Angie Rabbitt, Recreation Department Director, to come up with a plan.

1:53 PM Stacey left the meeting.

1:54 PM Darcy Wassmann, County Attorney joined the meeting.

Landfill Policy/Rates- Tom handed out a memo to the Commission that he plans to send to all of the Landfill charge accounts. The memo explains that the new Landfill scale will be installed and they are sorry for any inconvenience it may cause. He also plans to send out an updated price sheet. For uncovered loads, there will now be a double charge. This policy has always been in place but will be enforced now because the amount of materials that are flying out of people’s vehicles. Discussion followed on the wording of the updated application for the charge accounts. There will also be late fees for unpaid balances. The Farmer’s Union payments are being paid quarterly, however no agreement was signed by the Commission to allow this. They will be paying off their payment in three years. Interest payments may be placed in the policy. Darcy will update the policy manual to include fees for missed or late payments. A limit on the charge accounts will also be added. Tom plans to meet with Dustan Davis, IT TECH, to discuss purchasing a credit card reader for the Landfill. Tom would also like a release form drawn up to allow vehicles to safely be pulled out by County equipment if they are stuck.

2:50 PM Darcy and Tom left the meeting.

2:53 PM Jason Rittal, County Development Advisor joined the meeting.

Appoint Board Members –

Commissioner Rost made the motion to accept Andy Hepperle’s resignation from the Planning Board and the Board of Adjustments. 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 reappoint Jerad Singer to the Fallon County Lake Advisory Board. 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 reappoint Elisabeth Epley to the Planning Board and the Board of Adjustments. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

2:58 PM Brandon Heal, KLFN Radio joined the meeting.

Bridger Pipeline Easement- A draft easement from Bridger Pipeline has been received. Jason suggests giving it to Darcy Wassmann, County Attorney, to review before signing. This will be put onto the agenda for next week.

White House Invitation- Commissioner Ranum and Commissioner Rost would like to accept the invitation to the White House and would also prefer Jason to come along. They plan to speak with FEMA and the EPA on this trip as well. Discussion followed on the portion that MACo would pay for Jason's trip, as his employment is going to be changing in August. Jason will call MACo and discuss with them to see how much of the cost will be covered.

New Employment- Jason has accepted a position with the Montana Association of Counties (MACo). He presented the Commission with his formal notice letter, as August 1st will be his last day employed with Fallon County. Commission applauded Jason on all he has done for Fallon County as well as other counties in the area. He will be an advocate for the region, and a strong resource for Fallon County through MACo. Jason appreciates all Fallon County and the Commission have allowed him to do as well.

Commissioner Rost made the motion to accept the resignation of Jason Rittal as Fallon County Development Advisor, effective August 1, 2018. Commissioner Ranum seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

3:27 PM Jason left the meeting.

3:30 PM Brandon left the meeting.

Commission Work Session

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas. They also worked on Fiscal Year 2018-19 budgets with Jason Rittal, County Development Advisor.

4:34 PM Commissioner Ranum made the motion to recess for the evening. Commissioner Rost seconded the motion. Commissioner Baldwin asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

EVENING RECESS

Wednesday, June 27, 2018 – Commission attended the PRTC Meeting with the Ellsworth Air Force Base at Thee Garage at 5:00 PM.

MEETING ADJOURNED

ADJOURN
s/Steve Baldwin, Chairman

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

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