

9:00 AM CONVENE

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

FALLON COUNTY COURTHOUSE

The Pledge of Allegiance was held in the Commissioner's Office to start off the week.

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

Commissioner Baldwin made the motion to approve the minutes from the week of July 22-26, 2019, as presented. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:11 AM Kim Cuppy, Director of Public Health joined the meeting.

9:12 AM Julie Straub, HRM joined the meeting.

Request to Make Temporary Home Health Aide Position Permanent- The Home-Health Aide position was hired as a temporary position. Before this position, they were averaging 15-18 clients and are now at 23. Kim would like to make this position permanent. It would still be for 16 hours a week. Per State Statute, a full recruitment would need to be advertised and anyone can apply. The Commission agreed.

Commissioner Baldwin made the motion to make the Temporary Home Health Aide position permanent. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

9:15 AM Julie left the meeting.

9:15 AM Kimberly Jensen, Accounts Payable Clerk joined the meeting.

Public Health Budget- Public Health needs two new computers this year. Kim will work on developing a contract with the Plevna Schools for health services, as the County is currently under a contract with the Baker Schools. The purchased services line item and the repair and maintenance line item was combined. An employee is required to go to WIC Training and Family Planning Training. Both MCH and Bioterrorism are grant funded budgets.

9:31 AM Kim and Kimberly left the meeting.

9:43 AM Robbie Christiaens, Parks Supervisor joined the meeting.

Parks Updates- Robbie was busy all weekend keeping up with the trash and getting the areas ready for reservations throughout the weekend.

9:48 AM Julie Straub, HRM joined the meeting.

The Commission is looking for an adequate place to display the scrap metal bird in memory of the tornado that was made by the Baker High School students. The flagpole will be put up at Baker Lake this week. Robbie will be speaking with Darcy Wassmann, County Attorney, to see if it is possible to put no smoking signs up on the beaches.

9:55 AM Alba Higgins, Shop Foreman; Mark Sieler, Road Foreman joined the meeting.

Parks Seasonal Lead Worker- Robbie would like to ask permission to establish a Lead Seasonal Employee for the Parks. They would work April – October, weather dependent. The first year of employment would be set at a rate of \$15.50, the second year at \$16.75, and the third year would be \$18.25, with the option of obtaining the CPO Certification for an additional 50 cents an hour. This would benefit Robbie with his hours and the Splash Park. It would be advertised this year in order to start the training process. The Commission agreed.

Commissioner Rost made the motion to proceed with hiring a Lead Seasonal Worker for the Parks Department. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:02 AM Julie left the meeting.

10:04 AM Robbie left the meeting.

Road Crew Updates- Discussion on the process of packing and blading the roads. The Road Crew is hauling dirt from the Airport Apron Replacement Project onto the Gun Range Road to build it up. It has been stripped of topsoil.

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

County Auction- Alba was questioning whether the Stacker and the Fire Truck could be put into the County Auction.

10:15 AM Mary Grube, Assistant Administrative Planner joined the meeting.

There may be possible trucks within the County that could serve as a water truck for the Landfill. The Commission has asked for pictures of the items that the Road Crew will be putting into the County Auction. These items were discussed in depth.

10:29 AM Alba and Mark left the meeting.

Project Updates- Shannon has not heard back from the CORPS about the permit for the Plevna North Structure Bridge. He explained that they need a quote for the cultural test of the Ismay Bridge. The wetland delineation and the asbestos tests have been completed. These permits are good for three years. There is no longer a meter from MDU for electric services by the Baker Lake Spillway. Easements are needed to complete the sidewalk project around Baker Lake. Shannon will work on these legal descriptions for the easements.

11:00 AM Shannon and Mary left the meeting.

11:01 AM Melissa Rost, Museum Curator joined the meeting.

Museum Updates- Melissa explained that she met with the Mon-Dak Heritage Center last week and received great ideas for the Museum. The online collections management class is going well and seems to be very beneficial. There were \$328 in sales from the gift shop over the weekend for Crazy Days. A temporary back-to-school exhibit is being displayed for the class reunions. Melissa would like to do a float during the parade for Fair and does have volunteers to help. There have been 267 visitors for the month of July. The Corky Canvas painting event has been postponed.

Museum Hours- Melissa is working with Eastern Plains on a grant opportunity for a new brochure showcasing the Museum. The grant is due by August 5th. Melissa would like the hours to be more consistent within the Museum before applying for the grant.

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

11:12 AM Pat Ehret, Fair Board Member joined the meeting.

11:13 AM Kimberly Jensen, Accounts Payable Clerk joined the meeting.

Melissa used other counties hours as an example to the Commission. She would like the Museum hours in the winter, which is September – May, to be open Tuesday – Friday 10 AM – 5 PM and Sunday 1 PM - 5 PM. The summer hours would be June – August, open Monday – Saturday 10 AM – 5 PM and Sunday 1 PM – 5 PM. The Commission would like to review before deciding. Melissa stated that she prefers to not take a lunch hour.

11:14 AM Alyse Webber, Fair Board Member joined the meeting.

11:18 AM Melissa left the meeting.

Fair Updates- The most recent Fair Board minutes were given to the Commission. Shyla explained a list of conventions and stated that the International Convention is more important than the Regional Convention because of the quality of classes and what acts are available for hire for the Fair. Most companies are hired for the Fair through the National Convention. Only two people should need to attend each conference. The PRCA is important to attend because that is where the bullfighters and the clowns are hired. The trolley cart schedule for the Fair was reviewed.

Fair Budget- The Fairgrounds needs a new printer and three computers this fiscal year. The printer would be used for posters and flyers, while the old printer will still work for high volume documents and reports. Operating supplies was increased due to silverware, dishes and a dishwasher being purchased

with the Chamber of Commerce. Postage was raised because of the increase in stamp prices. A surveying opportunity has been budgeted and will be done once additions are made to the grounds. Shyla will be attending a training for Quicken. A reader board is in the capital outlay line item. The Commission has decided that the barn addition for 4-H will not be happening this year and will not be budgeted for.

11:58 AM Melissa Rost, Museum Curator joined the meeting.

A trolley cart has been budgeted for the capital outlay – machinery and equipment line item. The small mower may need to be upgraded this year, as it is starting to have different issues. Fair purchased services was increased because of the costs of carnivals and not knowing what the future prices may be, as well as the cost of the purse money for the breakaway roping. The 4th of July events, nor Bulls, Broncs and Barrels will be held this year. There are plans on two different events throughout the spring and winter months.

12:20 PM Shyla, Alyse, Kimberly and Pat left the meeting.

Museum Hours- Melissa gave the Commission a list of attendants by day and hour for their decision on the Museum hours.

12:21 PM Melissa left the meeting.

12:21 PM Commissioner Baldwin made the motion to take a noon recess. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

RECONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:09 PM Vern (Turk) Stark, Baker Rural Fire Board Member joined the meeting.

1:20 PM Tom Bruha, Baker Fire Chief joined the meeting.

1:24 PM Kimberly Jensen, Accounts Payable Clerk joined the meeting.

1:26 PM Fred Hoff, Randy Hoenke, Baker Rural Fire Board Members joined the meeting.

Baker Rural Fire Budget- There are cement issues with the apron on the north side of the Fire Hall. Brosz Engineering has done test holes and found that water is coming into the holes. It was built on a sand and gravel base. There are more water issues under the building and the rebar for the apron is laying underneath the cement. It will cause more issues if it is not dealt with properly. The estimates for the repairs were given to the Commission. New air packs are also needed this year, as the other ones are outdated. The bid for the air packs was reviewed.

2:15 PM Dale Butori, Weed Control Coordinator joined the meeting.

It is unknown if the cement project would be able to be split between fiscal years. The board members stated that they would like to be able to keep their money in the capital outlay budget, as they are able to carry the money over each year based on their assets. Any money that is taken from the capital outlay budget is preferred to be replenished.

2:08 PM Vern, Fred, Randy and Tom left the meeting.

Weed Budget- Dale stated that the truck he uses is on its last leg. It will be fine this year but may need to be replaced in the next few years. No new computers are needed. He would like to start budgeting for the road trucks to be on a rotating tire schedule. The chemical line item was decreased due to usage.

2:31 PM Jon Stevenson, Stevenson's Funeral Home joined the meeting via phone call.

Cemetery Budget- All equipment is up to date for the Cemetery. There are no new foreseen expenditures. The purchased services line item was decreased.

2:35 PM Philip Huft, Member of the Public joined the meeting.

2:36 PM Jon hung up the phone, therefore leaving the meeting.

Weed Budget Continued- Dale would like to increase the operating supplies line item for tires. The purchased services line item was decreased. Publications, dues and subscriptions was increased because of the advertising that will be done for the Weed Coordinator position once Dale switches over to DES/911 Coordinator.

2:43 PM Rich Menger, Sanitarian joined the meeting.

2:44 PM Dale and Kimberly left the meeting.

2:45 PM Mary Grube, Assistant Administrative Planner joined the meeting.

2:48 PM Forrest Sanderson, KLJ Contract Planner joined the meeting via phone call.

Huft Major Subdivision Public Hearing- Staff report – Planning Board MJR – 19-01 – Huft Minor Subdivision was reviewed. The Huft Major Subdivision is proposed of twenty-three (23) lots on 199.90 acres located in the N1/2 N1/2 Section 23, Township 07 North, Range 59 East, Fallon County, Montana. The owner sub-divider is Philip Huft, agent is Shannon Hewson, Brosz Engineering. It is subject to the Airport Affected Area per Fallon County zoning regulations. It was run in the Fallon County Times and adjoining property owners were notified via certified mail. The Planning Board public hearing was July 1st, 2019. The date of the application was May 28th, 2019. The review timeframe expires August 26th, 2019. A variance to the maximum road length has been submitted for consideration. The Planning Board recommends that there are findings and reasons to deny the variance request, the preponderance of the evidence and findings are supportive of granting the requested variance. The impact of the proposed subdivision on agriculture, subject to the imposition of conditions, is minimal. The impact of the proposed subdivision on agricultural water users is insignificant. The development of the subdivision, subject to the imposition of conditions, will have a minimal impact on the Local Services. The impact of the subdivision on the Natural Environment is insignificant. The impact of the subdivision on the public health and safety, subject to the imposition of conditions, is minimal.

Commissioner Ranum opened the public hearing to the public for input and questions. With there being no public present, the public hearing was closed for the variance request.

Commissioner Baldwin made the motion to adopt the Planning Board Analysis of the Variance Request as Findings of Fact. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Rost made the motion further move to grant the requested variance to the adopted Road Standards, Specifically Table 1 Maximum Road length of 600 feet, for Roads 1,2, and 4 of the Huft Major Subdivision. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Ranum opened the public hearing for the subdivision. There being no public present, the public hearing was closed. Philip Huft has read the 18 conditions and has no objections to the conditions, as they have been addressed and discussed with Shannon Hewson, Brosz Engineering. He would like to know how the property falls into a flood zone. The flood plain mapping covers a sliver of the property, forcing it to fall into the flood zone. Zone D is considered undetermined, which the property falls into. The public hearing was closed.

Commissioner Rost made the motion to adopt Planning Board Recommendation MJR-09-01 as Findings of Fact. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

Commissioner Baldwin made the motion to Approve of the Huft Major Subdivision located in the N1/2N1/2 Section 23, Township 07 North, Range 59 East, P.M.M., Fallon County, Montana, subject to the 18 conditions mentioned in the Staff Report. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

3:14 PM Forrest hung up the phone, therefore leaving the meeting.

3:15 PM Mary, Philip and Rich left the meeting.

3:31 PM Darcy Wassmann, County Attorney joined the meeting.

Golf Course Agreement- The Golf Course overtime agreement has not been agreed upon by the Commission. Commissioner Rost would like the agreement to be simplified to state that the County will receive a flat fee for overtime hours of the Golf Course Maintenance Crew from the Country Club for each tournament. Discussion on how to keep track of the hours that are worked, as whatever gets put into place needs to be easy to keep track of and consistent. A percentage of the green fees could be asked for instead of tracking overtime. Different options of how to bill the Country Club was discussed. The Commission will also speak with Eric Kary, Golf Course Superintendent, for his input.

Land Sale- A better legal description is needed for the resolution for the land sale. Darcy will get that information before moving forward.

Recreation Department Agreement- The County will not be billing the City for rent of the Recreation Department Office this year.

3:58 PM Julie Straub, HRM joined the meeting.

4:02 PM Darcy left the meeting.

Weed Coordinator Recruitment- The hours for the Weed Coordinator position is yet to be determined by Commission. Julie has spoken with other counties on what their hours are for the Weed Coordinator and what the work entails during the winter months. Most Weed Coordinators around the State are full-time. The Commission can edit the job description to include that the Weed Coordinator will help other departments during the winter months with snow removal and other projects. The Commission has not yet decided if they would like this to be full-time or seasonal. Commissioner Rost would like it to be a full-time permanent position. Commissioner Ranum would like it to be full-time during the summer and decreased hours during the winter. Commissioner Baldwin is not yet decided. Julie would like to start the recruitment in December. The Weed Board will be invited to attend the next meeting for any input.

4:30 PM Julie left the meeting.

4:36 PM Commissioner Baldwin made the motion to recess for the evening. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

TUESDAY, JULY 30, 2019

9:00 AM CONVENE

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

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT –AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

Commission Work Session

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas. They also signed the grant for the Airport Improvement Project, as well as the Administrative Services Agreement with EBMS. Budgets for Fiscal Year 2019-2020 were reviewed.

10:03 AM Kathy Newell, Elections Clerk; Brenda Wood, Clerk and Recorder joined the meeting.

Partisan/Non-Partisan Election Question- Different scenarios were discussed with non-partisan and partisan elections. There are multiple questions regarding non-partisan elections. It will be held off for this year. If it were to pass, it would be in effect in 2022. Conversations will be held with other counties at Election Training.

10:05 AM Joe Janz, Outside Building Maintenance Supervisor joined the meeting.

10:07 AM Kathy left the meeting.

10:11 AM Julie Straub, HRM joined the meeting.

Storage Shed- There is a storage shed next to the Museum that is storing both the Museum and the Outside Building Maintenance items. Joe is needing somewhere to put more of his equipment. The

Commission would like him to store it in the shed next to the Museum, if possible. Joe will visit with Melissa Rost, Museum Curator, about moving the Museum items to a different location.

10:15 AM Julie, Brenda and Joe left the meeting.

10:51 AM Robert Boggs, Member of the Public joined the meeting.

Parkview 2 Question- Robert expressed concerns in the south parking lot at Parkview, as unknown cars are parking in the resident's areas. The dryer is needing to be replaced because it squeals and gets extremely hot when in use. The Commission will check on the dryer after today's meetings. Concerns about the maintenance of the apartments was discussed. The life-alert line is getting raised in pricing again. It doesn't work outside the apartments, only when they are inside. Robert explained that the battery has only needed to be replaced one time over 11 years and the cost has been raised three different times.

10:57 AM Robert left the meeting.

10:58 AM Terry Sukut, JGA joined the meeting.

Window Project- The windows from Cucancic Construction are not sealing correctly and daylight can be seen through them. Terry has sent pictures to the company; however, he is yet to hear back from them. The final pay application has not been released and will not be until the project is closed out. There seems to be no issues with the replacement roofing.

11:06 AM Carla Brown, Council on Aging Coordinator joined the meeting.

Senior Citizen Project- Carla announced that the senior citizens have decided that they can contribute \$20,000-\$25,000 for the addition at the Senior Citizen Building. Terry explained that the addition would be in the back of the building, with one large storage area, rather than two.

11:09 AM Brenda Wood, Clerk and Recorder joined the meeting.

By expanding the storage area, it would allow for a second exit out of the meeting room and would add in a small mechanic room for a furnace. In the existing structure, door openings will be cut into different spots and new siding will be put on to match the addition. ADA compliant doors will be added on the north elevation. The sidewalk around the building will be replaced to catch the drain water into a pipe that will go into a bigger storm drain. There will be new pre-finished metal soffits to tie into the addition. Terry discussed the budget considerations for the new addition and existing building updates. The sidewalk will be an additional cost that has not been figured into the total yet. Carla will check on the damage from the hail to see if it is still covered by insurance, as it was never turned in. The senior citizens may also apply for the Façade Improvement Grant through SMART.

11:23 AM Melissa Rost, Museum Curator joined the meeting.

11:29 AM Carla left the meeting.

Terry will be putting together a bid package for this project, as the Commission's priorities for this fiscal year is the Senior Citizen Addition and Parkview 1. Project timelines were discussed. The bid opening will be in January for spring construction. The Ambulance Garage project is currently at a standstill and will not be happening this budget year.

Museum- Terry has put together a package of ideas that have been generated so far for Museum upgrades. There are three main buildings that are spread out and make it awkward for daily operations. One option would be to work on the Block/Jail buildings and the other would be for the Metal Building. The third option is re-building the entire Museum at a different location. They have received the report of the structural foundation of the Jail Museum and found that it is in poor shape. It would be less impactful and less expensive to do the repairs and add in a drain tile system, rather than rebuilding the whole foundation. Accessibility to the second level of the building is also a concern. If it cannot be resolved to make the building safe, that floor would not be able to be used as a part of the Museum. Discussion on potentially adding in an elevator and a useful stairway. Ductwork into the Block Building would need to be added for heating and cooling. There are no accessible restrooms in these buildings at this point. A variance would have to be requested for the historical impact of the buildings. There hasn't been anyone located that is able to complete stucco work. The groundwater needs to be away from the building and the foundation needs to be dry. The plans for the Metal Building across the street were reviewed. An office area, gift shop, elevator, and a bathroom were included into the plans. An open space for traveling displays has also been requested. A small mechanical space would be added for heating and cooling, as well as cabinetry to display and store items. Another potential option would be

setting up a completely new Museum space, as all three of these options are extremely costly. The Commission will continue to view these plans and discuss further, as this project will not be happening this fiscal year.

12:13 PM Brenda left the meeting.

12:34 PM Melissa left the meeting.

12:36 PM Terry left the meeting.

12:37 PM Commissioner Baldwin made the motion to recess for the evening. Commissioner Rost seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

WEDNESDAY, JULY 31, 2019

9:00 AM CONVENE

PRESENT: Roy Rost, Steve Baldwin, Members; Kelsey DuCharme, Recording Clerk/Secretary

ABSENT: Deb Ranum, Chairman

FALLON COUNTY COURTHOUSE

8:57 AM Aaron Mendenhall, Land Development Manager; Beth Epley, Eastern Plains joined the meeting.

8:59 AM Mary Grube, Assistant Administrative Planner joined the meeting.

Utility Scale Solar Development – Clenera – Renewable Energy- Aaron explained that he is employed with a utility scale solar development company called Clenera. He reviewed the background of the company and how they identify locations to place large solar panels. There are tax incentives put into place for both wind and solar panels. Clenera is working with Basin Electric for the project. They will be going through the State for all permitting needs and will keep in contact with the Planning and the Weed Department. Environmental issues and extreme weather conditions were discussed in detail. The project is not yet under contract; therefore, Aaron cannot give a detailed location of the project. It would permanently employ 2-3 local positions. They will also be speaking with the Department of Revenue to assess the taxes and property values. The goal is for the project to be operational by the end of 2023. Workforce housing may be an issue during construction, as there will be an estimated 300 laborers during that short amount of time.

10:00 AM Todd Adamson, Member of the Public joined the meeting.

10:03 AM Aaron, Beth and Mary left the meeting.

FMC Concerns- Todd had questions on the Medical Director for Fallon County, as well as the FMC Hospital Board. He would like to see updates done at FMC. The Commission will check into a pager system or a more efficient phone system for emergency communication between FMC and Dispatch.

10:43 AM Todd left the meeting.

10:44 AM Commissioner Baldwin made the motion to go into executive session. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

10:47 AM Commissioner Baldwin made the motion to come out of executive session. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

10:48 AM Commissioner Baldwin made the motion to adjourn the meeting. Commissioner Rost seconded the motion. Commissioner Rost asked for any other discussion; being none. 2 Ayes. 0 Nays. 1 Absent (Commissioner Ranum). The motion carried.

MEETING ADJOURNED

s/Deb Ranum, Chairman

Minutes:

s/Kelsey DuCharme, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder