

9:30 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.

Commissioner Rost made the motion to accept the minutes from March 4-8, 2019 with corrections. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

10:00 AM Bobby Wiedmer, Road Supervisor joined the meeting.

Road Department Updates- The Road Crew has been working on plowing the snow on the bus routes. Bobby reported that about half of the crew was out yesterday to work on plowing. They will be hauling and clearing snow the rest of this week. Both the Kenworth Truck and the Acadia are done being repaired in Billings.

10:07 AM Bobby left the meeting.

Commission Work Session

Commission reviewed various e-mails, correspondence, revenues, reports, board minutes and agendas. They reviewed and approved Fair Contracts. The Commission discussed the possibility of putting it into the Fallon County Policy Manual that all employees must use a Fallon County e-mail, rather than Mid-Rivers. No decisions have been made.

10:18 AM Shannon Hewson, Brosz Engineering joined the meeting.

Iron Horse Park- Shannon handed out a detailed map of Iron Horse Park. He needs to know what portions the County Crew will be doing themselves and what work they will be hiring out. Once he gathers that information, the specs can be written up. The County Crew should be able to do the majority of the dirt work for the project.

10:26 AM Mary Grube, Administrative Assistant Planner joined the meeting.

Dock and Boat Ramp- Shannon has gotten some questions from different companies looking into submitting a quote in for the boat docks. Different options have been submitted for the docks and all will be submitted to figure out what will work best for the County. The quotes will be opened on Monday, March 25th at 10:45 AM. A general contractor can do the work, as long as it stays under \$80,000, or else it would need to go out to bid. Shannon stated there will be a lot of skid-steer work. Shannon will talk with Bobby more before moving forward. Shannon is just about finished with the design on the permanent fishing dock, which includes the railing. Jasen Wyrick is doing the work for the piers. Discussion followed on the railings. The Commission would like to powder coat the railings. Shannon is working on the specs so that it can be sent out to local companies. He is hoping to be able to start advertising for the quote in the next week.

North Baker Drainage Improvement Project- Shannon gave the Commission a cost estimate of the engineering services for the North Baker Drainage Improvement Project. It is split up into two different phases, including both the Northeast Tributary to Sandstone Creek and the additional area, which would be the BNSF Railroad Bridge south of Custer Avenue and continue upstream to the east side of the City of Baker. The Commission will think over the cost estimate and decide if they would like to include the additional area. Bobby and Shannon have talked with Mid-Rivers regarding the utility lines that run through. They will have a person on site while the contractor does the work.

11:05 AM Amanda Stephenson, David Turch and Associates joined the meeting via phone call.

11:05 AM Shannon and Mary left the meeting.

David Turch and Associates Updates- The Commission gave Amanda an update on Baker Lake, stating that it should be full once the snow melts. Amanda reported that Kodiak Hill-Davis has resigned from her position, which is going to be a big adjustment. They are working on hiring a replacement. NACo was last week and there have been other conventions going on as well. Congress is in recess next week. Amanda is starting to review Trump's budget that came out today. The Presidential budget is needed to

be provided to Congress each year, however, it acts more of a guideline. Amanda stated that she is excited to see a peak in bills that will be dropping here shortly. The Commission asked her to check to see if there are any grants that may be available for the Museum buildings. Discussion on the Airport. There have been no issues with the Air Force air space flight zones.

11:23 AM Amanda hung up the phone, therefore leaving the meeting.

11:24 AM Brenda Hoeger, Emergency Communications Supervisor joined the meeting.

Dispatch Updates- The Dispatch Department has been functioning very well. Brenda reported that almost all of the lightning damage has now been repaired. The new Tab Electronics employee has been working well and Brenda is more than happy with the quality of his work. They have upgraded the 9-1-1 equipment and both of the recorders are working now.

11:28 AM Brenda left the meeting.

11:29 AM Commissioner Rost made the motion to take a noon recess. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any other discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

NOON RECESS

RECONVENE

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

ABSENT: Deb Ranum, Chairman

FALLON COUNTY COURTHOUSE

PUBLIC COMMENT – AGENDA/NON-AGENDA ITEMS

No one appeared for public comment.

1:29 PM Mary Grube, Administrative Assistant Planner joined the meeting.

Bar SU Minor Subdivision Final Review- The Bar SU Minor Subdivision has been preliminary approved. It has met all of the conditions that the Commission has put into place.

Commissioner Baldwin moved to Adopt Staff Report MNR-FP-19-01 as Findings of Fact and that the Final Plat for the BAR SU Minor Subdivision be Approved. 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.

1:38 PM Mary left the meeting.

2:00 PM Jade Boggs, Insurance Store; Debbie Wyrick, Deputy Clerk and Recorder joined the meeting.

Workman's Compensation Discussion- Jade wanted to propose the idea about looking at the workman's compensation policy this year through the Insurance Store. The start date wouldn't be until July 1, 2019. He explained that it would be easier to quote and would be less taxing on Debbie. He would be looking at recommending the Montana State Fund. Jade described the dividend program with a detailed ratio sheet. The dividends would be dependent on the loss ratio. The County currently holds a workman's compensation policy through Victory Insurance. The Commission will take it into consideration. Jade believes it could be a good amount of savings for the County.

2:08 PM Jade and Debbie left the meeting.

2:20 PM Shane Bettenhausen, Shooting Range Attendant joined the meeting.

Gun Range Updates- Shane reported that they have had some issues with the gas pressure in the underground propane tank. It won't heat up when the temperature outside is low. They have changed out the regulator, which didn't fix the issue. Shane has been working with John Geving, Plevna Propane, and he is thinking there isn't enough volume underground. Another 1,000-gallon tank installed with the existing one would fix the issue. Shane reported that there was 71 full-time members at the Gun Range last year. Most walk-ins are on Ladies' and Men's Night. There was a broken water line in the outdoor bathroom. The line was fixed by Direct Electric, in which they found that the wiring is a mess. They will be re-doing the wiring.

2:26 PM John Geving, Plevna Propane joined the meeting.

John described the issues with the gas pressure and the lack of volume in the underground propane tank.

2:38 PM Deb Ranum, Chairman joined the meeting.

He believes that adding another tank would be the best route to fix the problem, which would allow more reserves and should produce the correct amount of BTU's. In order to fix the problem, they need to add to the capacity. John will look into the pricing. He would recommend going with another underground propane tank.

2:34 PM John left the meeting.

2:36 PM Shane left the meeting.

2:42 PM Julie Straub, HRM joined the meeting.

2:46 PM Kim Cuppy, Director of Public Health joined the meeting.

Permission to Recruit- Lori Hall has given her notice of resignation to the County. Her position is highly needed, as there is a large clientele base. Lori has done a wonderful job keeping her clients happy and building up clientele. Julie and Kim would like permission to recruit to hire for this position. The Commission agreed.

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

2:48 PM Kim and Julie left the meeting.

2:59 PM Debbie Wyrick, Deputy Clerk and Recorder; Julie Straub, HRM joined the meeting.

Vacation and Sick Leave Requests- The Commission called this meeting because they are concerned that they do not know when employees are absent. There are only a few employees that they are seeing the sick and vacation leave request forms. According to policy, the Commission is the direct supervisors of 18 employees. They would like to discuss the possibility of them signing off on all vacation and sick leave requests that they are the direct supervisors for. By doing this, they would have a better understanding of what is going on in each department and when they will not be working. The Commission would need to know if the employee has adequate leave balance before signing the forms. Debbie can provide a report at the end of each pay period with the amount of vacation and sick leave hours available for each employee. Discussion followed on if they would like this to be a physical form or an e-mail. The Commission has the ability to deny based on the availability of hours remaining. Julie described the process of FMLA, in which she tracks and approves of, if applicable. The Commission will discuss amongst themselves before deciding what they would like to do with vacation and sick leave requests.

3:45 PM Debbie and Julie left the meeting.

3:55 PM Commissioner Rost made the motion to adjourn the meeting. Commissioner Baldwin seconded the motion. Commissioner Ranum asked for any further discussion; being none. 3 Ayes. 0 Nays. The motion carried unanimously.

MEETING ADJOURNED

s/Deb Ranum, Chairman

Minutes:

s/Kelsey DuCharme, Recording Clerk

Attest:

s/Brenda Wood, Clerk and Recorder