

**BILLINGS COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MEETING – SEPTEMBER 3, 2013**

The meeting was called to order at 9:10 A.M. with Commissioners Arthaud, Kasian and Kessel in attendance.

Others present during portions of the meeting were: Keri Klang, Mitch Gilseth, Pat Rummel, Jason Kastrow, Cody Reis, Rodney Job, Jeff Iverson, Kurt Froehlich, Stacey Swanson.

Kessel moved to approve the minutes from the August 6, 2013 regular meeting and the August 27, 2013 special meeting. Kasian seconded. All voted aye.

Cody Reis was present to introduce the new Billings County Fire Chief, Rodney Job. The commission welcomed him to the County.

Kessel moved to designate Donna Adams as the delegate for Billings County to the Annual Association of Counties meeting in October. Kasian seconded. All voted aye.

The commission reviewed a letter from the ND Association of Counties regarding the Joint Powers agreement for funding equal to 1/10 mill for Public Administrator funding. Kessel moved to reconsider and sign the agreement. Kasian seconded. All voted aye.

Auditor Lamb requested authorization to implement the 2013 budgeted transfer of \$7,000 from operating & maintenance to the extension service. Kessel moved to approve the transfer. Kasian seconded. All voted aye. Kasian moved to approve an amendment of the road and bridge budget by \$1,000,000 and to transfer those funds from the land utilization fund to road and bridge. There is enough in this fund for the transfer. Kessel seconded. All voted aye.

The board reviewed zoning requests that had been addressed by the zoning board at their August 15, 2013 meeting as follows:

Roy Krivoruchka: Application for an addition to a residence on a 1 acre parcel in the NE1/4 15-141-98 (12236 26<sup>th</sup> St SW). Property is zoned residential. The zoning board approved this application. Kessel moved to uphold the zoning board decision. Kasian seconded. All voted aye.

Rodney & Rene Syminow: Application for a conditional use permit to place a manufactured home on an existing farm site in the SE1/4 10-139-100 (13445 38<sup>th</sup> St SW). Property is zoned agricultural. The zoning board approved this application contingent upon Southwest District Health application being approved. The approved SW District Health application has not been turned in yet. Kessel moved to approve contingent upon that being received. Kasian seconded. All voted aye.

Jennifer Runyan: Application for a conditional use permit to place a manufactured home and 30X30 garage in the NW1/4NW1/4 12-137-100 (13298 49<sup>th</sup> St SW). Property is zoned agricultural and owned by Daniel & Susan Hutzenbiler. There is no home currently at location. Setbacks are in line. The zoning board approved the conditional permit contingent upon Southwest Water approval. The permits have been approved. Kasian moved to uphold the zoning board decision. Kessel seconded. All voted aye.

Brent Hosman: Two RVs' as temp housing, 2 acre parcel in SW1/4SW1/4 11-142-99. This was a zoning violation. Rodney Kadrmas and John Wurzer were sent notice of warning and notice. The zoning board approved a variance to allow until November 21, 2013. Kessel moved to uphold the zoning board decision. Kasian seconded. All voted aye.

Jesse Romanyshyn: Application for a conditional use permit to place a manufactured home on a 1 acre tract in the NW1/4 14-142-99, south Fairfield (2000 Hwy 85 SW). Property is zoned commercial and currently owned by the Yourk Family Trust. The zoning board approved with the following conditions; turn in a survey of the property, approved application from SW District Health, and provide actual distance from property lines and any further Commission requirements. These conditions have not yet been met so the commission tabled this application until the next meeting on October 1, 2013.

The board received and approved the following permits with road superintendent conditions:

Construction in County Right-of-Way Permits

- Roughrider Electric Coop – NW1/4NE1/4 Section 13-139-100 and SW1/4SE1/4 Section 12-139-100 crossing 38<sup>th</sup> Street SW
- Roughrider Electric Coop – SW1/4SW1/4 Section 22-142-99 and NW1/4NW1/4 Section 27-142-99 crossing 22<sup>nd</sup> Street SW
- Roughrider Electric Coop – NE1/4 NE1/4 Section 4-141-99 and SE1/4SE1/4 Section 33-142-99 crossing 24<sup>th</sup> Street SW

- Roughrider Electric Coop – NW1/4NW1/4 Section 3-141-99 and Section 4-141-99 crossing 129<sup>th</sup> Ave SW
- Continental Resources, Inc – Section 1-143-99 along 126<sup>th</sup> Ave SW
- Shannon D. Tollefson – Section 27-139-102 along Plumley Draw Road.
- Arnie Skachenko – SE1/4 Section 27-140-192
- Midstate Telephone Co. – Section 17-141-102 along East River Road

Pipeline Permits

- Hiland Operating LLC – Section 35-141-98 across 30<sup>th</sup> Street SW for a gas gathering poly pipe
- Petro-Hunt, LLC – Sections 29 & 30-144-98 for a gas gathering poly pipe
- Petro-Hunt, LLC – Section 1-143-98 for a gas gathering poly pipe
- Petro-Hunt, LLC – Sections 5 & 6-143-98 for a gas gathering poly pipe

Jeff Iverson entered the meeting and the commission discussed allowing boring versus trenching for the pipeline permit conditions. It was decided that all projects crossing section lines would be required to be bored. Jeff also went over a summary of all of the road projects going on in the county.

Craig Kubas with Kadrmas Lee & Jackson met with the board for the monthly engineers report.

The board recessed from 12:00 to 1:00 P.M.

Kurt Froehlich was in attendance to present the NDSU Extension budget. He explained the changes from last year.

Keri Klang was present to discuss the ambulance service budget and the changes from the previous year. The commission also went over the staffing requirements and the total ambulance coverage area which has increased coverage areas. Discussion ensued regarding the reimbursements that Billings County receives from the City of Medora, City of Belfield, and the Beach Community Ambulance for staffing coverage etc.

The board approved the revenue vouchers for the month of August: Recorder \$9,075.75; Zoning \$1,525.00; Court \$120.00.

Revenues for materials and/or services rendered in August: Jim Haag \$204.50 gravel & hauling; Joseph Kessel \$235.88 scoria & hauling; Donald Basaraba \$102.25 gravel & hauling; Ken Obrigewitch \$113.10 scoria & hauling; Jerry Anheluk \$141.15 gravel & hauling; Steve & Connie Hartman \$708.75 scoria; Lana Safratowich \$263.70 scoria & hauling.

Revenues for the month of August: Highway Tax Distribution \$14,207.57; Oil & Gas Production Tax \$316,300.79; Interest \$2,353.14; Sheriff \$32,635.00 permits; Royalties \$75,807.33.

The following claims were approved for payment:

3D Specialties, Inc.	Tracy Mt. Road Closure	005887	\$	2,115.00	3
Adams, Donna	Recorder – Travel Expense	005888	\$	54.24	
Advanced Business Methods	Recorder – Copier Contract	005889	\$	17.92	
Alternative Sanitation	Garbage Removal	005890	\$	220.00	1, 2, 3, W
American Insurance Center	Courthouse – Boiler Insurance	005891	\$	994.00	
Ameripride Linen Service	Mat Rental	005892	\$	201.27	2, 3
A T & T	Cellular Service	005893	\$	71.33	1
Baranko Bros., Inc.	Franks Creek Road – Project	005894	\$	141,821.20	2
Billings County Rural Fire District	Taxes	005895	\$	245.67	
Billings County School District	Taxes	005896	\$	2,270.29	
Billings County Sheriff	Sheriff – Travel Expenses	005897	\$	89.15	
Belfield Automotive Supply, Inc.	Parts & Supplies	005898	\$	2,764.12	2, 3, W, G
Belfield Plumbing & Heating	Emergency Building – A/C install	005899	\$	9,197.00	3
Blue Cross Blue Shield of N.D.	Dental & Vision Premiums	005900	\$	2,365.00	1, 2, 3, W, G
Bound Tree Medical, LLC	Ambulance – Medical Supplies	005901	\$	909.92	
Brooks & Associates, C. E.	Land Use Plan – F.O.I.A. Allotment	005902	\$	344.50	
Butler Machinery Co.	Parts & Repairs	005903	\$	1,127.88	1, 2, 3
Cellular Communications, Inc.	Ambulance – Otterbox Iphones	005904	\$	79.92	
Cerkoney, Cathy	Zoning Meeting – Mileage	005905	\$	84.55	
Channing Bete Co.	Ambulance – Training Materials	005906	\$	523.20	
Comfort Inn – Bismarck	Tax Director – Travel Expense	005907	\$	69.00	
Creative Energy	Weed – Gas & Diesel Fuel	005908	\$	2,237.93	
Dakota Farm Equipment, Inc.	Parts & Supplies	005909	\$	1,722.31	1, 2, 3, W, G
Dakota Filter Supply	Parts & Supplies	005910	\$	88.80	3
Dan’s Interstate Conoco	Sheriff & Ambulance – Gas	005911	\$	294.42	
Deans Distributing	Shop Supplies	005912	\$	284.20	3
Dickinson Public Library	Library Services	005913	\$	3,291.79	
Dickinson Tire, Inc.	Tires	005914	\$	1,888.52	1
DJ’s Tesoro	Sheriff & Ambulance – Gas	005915	\$	144.89	
George’s Tire Shop	Tires & Repair	005916	\$	1,453.00	3
Golden Valley County	Social Service & Building Remodel	005917	\$	13,265.29	
Hewlett Packard Company	Courthouse – Computers & Server	005918	\$	6,501.83	
Hlebechuk Construction, Inc.	Install Culverts & Approach Repair	005919	\$	85,414.00	2, 3
Hlebechuk, James N.	2013/2018 Gravel Lease	005920	\$	625.00	1

Hlebechuk, John	2013/2018 Gravel Lease	005921	\$ 625.00	1
Interstate Engineering, Inc.	Emilia Armbrust Pit	005922	\$ 2,673.30	2
Johnson, Larry D.	Pre-Retirement Seminar – Travel	005923	\$ 29.00	
Jurgens, Dave	Sheriff – Travel Expense	005924	\$ 328.20	
Jurgens, Joan	Auditor – Services	005925	\$ 91.44	
Just-In Glass	Courthouse Vehicle – Windshield	005926	\$ 229.46	
Kadrmaz, Lee, & Jackson, Inc.	Engineering	005927	\$ 11,340.29	1
Kasian, Connie J.	Zoning Meeting – Mileage	005928	\$ 78.90	
Kasian, Michael E.	Commissioner – Mileage	005929	\$ 261.03	2
Kastrow, Jason	Deputy Sheriff – Travel Expense	005930	\$ 355.20	
Kessel, Anita	Zoning Meeting – Mileage	005931	\$ 90.20	
Kessel, Joseph L.	Commissioner & Zoning – Mileage	005932	\$ 241.26	1, G
Kevin's Auto & Truck Repair	Sheriff – Parts & Supplies	005933	\$ 168.95	
King Speed Printing	Auditor – Recording Book Set-up	005934	\$ 24.00	
Kohler Communications, Inc.	Gorham Tower Rental	005935	\$ 200.00	
Krush, Paul	Zoning Meeting – Mileage	005936	\$ 92.46	
Lacal Equipment, Inc.	Parts & Supplies	005937	\$ 1,366.29	2
Lamb, Marcia	Auditor – Travel Expense	005938	\$ 38.42	
Legend Auto Body	Courthouse – Vehicle Repair	005939	\$ 1,154.61	
Lyle Signs, Inc.	Road Signs	005940	\$ 3,029.45	2, 3
Lyman Dust Control	Dust Abatement	005941	\$ 141,813.00	1, 2, 3
Mac's, Inc.	Shop Supplies	005942	\$ 36.98	3
Mainstay Suites – Bismarck	Ambulance – Training Expenses	005943	\$ 154.00	
Matthew Bender & Co., Inc.	Century Code – Updates	005944	\$ 230.62	
Medora, City of...	Taxes	005945	\$ 25,301.70	
Midstate Telephone Company	Courthouse – Telephone Service	005946	\$ 982.81	
Mitchell, Darlene	R.E.A.P. – Mileage	005947	\$ 158.20	
Mobile Binders	Recorder – Document Binders	005948	\$ 755.52	
Moser, Fern	Deputy Sheriff – Travel Expense	005949	\$ 84.00	
Missouri Valley Petroleum, Inc.	Medora Keytrol – Gas & Diesel Fill	005950	\$ 5,403.32	
N.D. Association of Counties	Taxes	005951	\$ 86.37	
N.D. Assoc. of Oil & Gas Counties	Membership Dues	005952	\$ 4,000.00	
N.D. Attorney General's Office	Sheriff – Scram Program Fees	005953	\$ 50.00	
N.D. Cowboy Hall of Fame	Meeting Room – Maintenance	005954	\$ 200.00	
N.D. Department of Trust Lands	Road Easement	005955	\$ 2,678.45	3
N.D. Department of Trust Lands	Road Easement	005956	\$ 2,409.50	
N.D.P.E.R.S.	Health Insurance Premium	005957	\$ 42,166.30	1, 2, 3, W, G
N.D. Sheriff & Deputies Association	Sheriff – Conference Fees	005958	\$ 125.00	
N.D. State Auditor	2012 Fiscal Year Audit	005959	\$ 165.00	
N.D. State Treasurer	Taxes	005960	\$ 72.59	
N.D.A.C.O. Resources Group	Courthouse – Computer Set-Up	005961	\$ 1,690.00	
N.D.A.C.O. Resources Group	Courthouse – Tech. Mgmt.	005962	\$ 953.00	
N.D.A.C.O. Resources Group	Maintenance – Computer Supplies	005963	\$ 70.25	
Newby's Ace Hardware	Courthouse – Supplies, etc.	005964	\$ 94.44	
Nova Fire Protection	Courthouse – Annual Inspection Fee	005965	\$ 260.00	
Northwest Tires, Inc.	Tires	005966	\$ 3,925.62	1
Off Road Software, Inc.	Off Road GIS Software	005967	\$ 1,400.00	
OK Tire Stores	Tires	005968	\$ 7,244.75	2, 3
Parkway Ford	Parts & Repairs	005969	\$ 1,592.19	1
Pump Systems, Inc.	Parts & Repairs	005970	\$ 175.00	1
Putnam, Karen	Zoning Meeting – Mileage	005971	\$ 46.13	
RDO Equipment Co.	Parts & Supplies	005972	\$ 9,562.29	2, 3
Respond Systems	Shop Supplies	005973	\$ 67.79	3
Roughrider Electric Cooperative	Electricity	005974	\$ 3,000.06	1, 2, 3, W, G
Rudy's Lock & Key	Shop Supplies	005975	\$ 166.00	3
Rummel, Patrick	Deputy Sheriff – Travel Expenses	005976	\$ 412.80	
Sax Motor Co.	Ambulance – Mud Flaps	005977	\$ 223.80	
Southwest Business Machines	Courthouse – Office Supplies	005978	\$ 1,485.45	
Service Printers	Ambulance – Printing	005979	\$ 311.40	
Sig Sauer, Inc.	Sheriff – Training Fee	005980	\$ 395.00	
Sleep Inn & Suites – Minot	Sheriff – Travel Expenses	005981	\$ 977.40	
Snyder Repair & Service	Weed – Tire Repairs	005982	\$ 69.95	
Southwestern District Health Unit	Taxes	005983	\$ 240.20	
Southwest Multi-Co. Correction Ctr.	Prisoner Care	005984	\$ 655.00	
Southwest Water Authority	Taxes	005985	\$ 72.59	
Southwest Water Authority	Water Usage	005986	\$ 1,553.84	1, 2, 3, W
Swanston Equipment Corp.	Parts & Supplies	005987	\$ 169.61	2
Tczap, John	Zoning Meeting – Mileage	005988	\$ 45.00	
Tom's Service Center	Oil Change, Weed – Gas, Tire Rotate	005989	\$ 1,546.92	3, W, G
Total Safety US, Inc.	Weed – Safety Supplies	005990	\$ 64.06	
Tyler Technologies, Inc.	Recorder – DocuPro Support Contract	005991	\$ 3,081.49	
UPS Store	Shipping Service	005992	\$ 32.31	1
Verizon Wireless	Cellular Services	005993	\$ 961.32	2, 3, G
Wal-Mart	Courthouse & Weed – Supplies	005994	\$ 247.78	
Watchguard Video	Sheriff – Equipment Repair	005995	\$ 240.00	
West Dakota Oil, Inc.	Gas & Diesel Fuel	005996	\$ 33,410.88	1, 2, 3
West Plains, Inc.	Parts & Supplies	005997	\$ 351.17	3
Westlie Crossroads Truck Center	Parts & Supplies	005998	\$ 461.45	3
Wosepka C.P.A., James J.	2012 Fiscal Year Audit	005999	\$ 1,950.00	
Z & S Dust Control	Mag-Cloride Dust Control	006000	\$ 22,080.00	2
Centurylink	Telephone Service	006067	\$ 527.94	1, 2, 3, W, G
Consolidated	911 Changes & Internet Service	006068	\$ 230.19	2, 3, W, G
Discovery Benefits, Inc.	Flex Plan – Administrative Fee	006069	\$ 83.00	
Information Technology Dept.	Sheriff – T-1 Line	006071	\$ 470.35	
Medora, City of...	Courthouse – Utilities	006072	\$ 345.43	
N.D.P.E.R.S.	Retirement Contributions	006075	\$ 39.78	1, 2, 3
N.D.P.E.R.S.	Retirement Contributions	006076	\$ 23,342.59	1, 2, 3, W, G
N.D.A.C.O. Resources Group	Courthouse – Computer Support	006078	\$ 130.00	
Reservation Telephone	Telephone Service	006080	\$ 41.59	1, 2, 3, G
Visa	Ambulance & Sheriff – Supplies, etc.	006081	\$ 1,723.96	W, G

Visa

Ambulance – Gas

006082

\$

278.53

Payroll in the following amounts were approved for August: General Fund \$112,119.06; Road and Bridge Fund \$96,096.75; Weed Fund \$35,815.99.

With there being no further business, Kessel moved to adjourn the meeting 2:40 P.M. Kasian seconded. All voted aye.

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James Arthaud, Chairman

Attest: \_\_\_\_\_

Marcia Lamb, Auditor/Treasurer