

**BILLINGS COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING – JULY 8, 2013**

The meeting was called to order at 9:20 A.M. with Commissioners Arthaud, Kasian and Kessel in attendance.

Others present during portions of the meeting were: School Board Members Denise Soehren, Julie Reis, Tammy Simnioniw, Stacey Kessel, Darren Baranko & Paige Burian. Also present were Deb Theurer, Joe Cianni, Mike Hanel, Jay Harvester.

Kasian moved to approve the minutes from the June 14, 2013 regular meeting and County Board of Equalization, and the June 25, 2013 Special Meeting. Kessel seconded. All voted aye.

The school board attended the meeting to discuss possibilities for the funding gap that was caused by legislative changes during the 2013-15 Biennium for the Billings County School District. School Board President Darren Baranko and Business Manager Tammy Simnioniw presented the legislative changes in the oil and gas production tax which will cause the school district to lose roughly \$1,000,000.00 in funding over the next fiscal year. Discussion ensued regarding the school district having to use up their reserves prior to being able to apply for State Aid Foundation funding in the future. The school district will need to move the high school tuition levy over to a general fund levy and increase the levy for 2013 taxes so that they will have an adequate base for the school district to be sustainable.

Deb Theurer from West Dakota Parenting & Family Research Center was present to discuss the 2013 report and the 2014 budget request. She went over the parenting education classes that they would like to provide to parents in Billings County. Request for 2014 is \$3,980.00. This includes two family literacy events and two- six week conscious discipline parent education programs. Kessel moved to approve the funding. Kasian seconded. All voted aye.

Larry Johnson was present to discuss the possibility of trading in the county pickup in the next year.

Auditor Lamb requested to amend the ambulance budget by \$24,000.00 to allow for salary to the end of the year for the new full time paramedic Clara Kessel. Kasian moved to approve. Kessel seconded. All voted aye. The ambulance budget is part of the general fund and there is enough in the fund to allow for this amendment.

Auditor Lamb requested \$10,000.00 transfer from Emergency 911 fund to the Wireless 911 fund to pay for e-dispatch services and a transfer of \$800,330.49 from the Land Utilization fund to District 2 road and bridge. Kessel moved to approve the transfers. Kasian seconded. All voted aye.

The board discussed the annual cost of living increase for 2014 so it can be implemented into the upcoming budget planning. Kasian moved to approve 3% of the highest salary and give that same dollar amount to all employees. Kessel seconded. All voted aye.

The board discussed the foreman for District 2 and District 3. It was decided that Roger Decker will take over as road foreman in District 3 and Ted Renner will step in as road foreman for District 2. Wages were discussed and it was decided to raise their salaries to the current road foreman wages.

Stacey Swanson presented the following permits which were approved by the commission:

Construction in County Right-of-Way Permits

- BakkenLink – Section 10-141-99 along South Ash Coulee Road
- BakkenLink – Section 15-142-99 along 21st Street
- Oxy – Section 22-143-98 along 16th Street
- George Andrews – Sections 13 & 14-139-100 along 133rd Avenue SW

Pipeline Permits

- Oneok Rockies Midstream LLC – Section 6-143-97 to Section 1-143-98 – Natural Gas Pipeline
- Hiland Operating – Sections 20,21, & 22-141-98

Discussion ensued regarding the commissioner appointment to the zoning board. Arthaud moved to appoint Kessel to fill his unexpired term on the zoning board. Kasian seconded. All voted aye.

Jay Brovold was present to discuss various gravel and scoria leases with the commission.

Craig Kubas with Kadrmas Lee & Jackson met with the board for the monthly engineers report and a bid for crushing and stockpiling gravel in the NW1/4NW1/4 of Section 35-144-98.

States attorney Jay Brovold was present to review the bids for gravel crushing and stockpiling in NW1/4NW1/4 of Section 35-144-98. Three bids were received prior to the scheduled 11:30 A.M. bid opening. Meyer Aggregate, LLC in the amount of \$125,000.00 , Fisher Sand & Gravel in the amount of \$143,850.00, and 24/7

Contracting Services in the amount of \$97,600.00. The bid award was tabled until the next meeting so that references and mathematical calculations could be reviewed by KLJ.

The Road Superintendent's report on various county projects was presented to the board.

Board recessed from 12:00 to 1:00 P.M. Chairman Arthaud left the meeting for the day.

James Wosepka, PC reviewed the Billings County Financial Statements for the December 31, 2012 ending period. Kessel moved to accept the report as presented. Kasian seconded. All voted aye.

Stacey Swanson presented an application for the State Land Appraisal for Gas Plant Road. After review, vice-chairman Kasian and Auditor Lamb signed.

The board approved the revenue vouchers for the month of June: Recorder \$10,140.85; Zoning \$1,075.00; Court \$140.00; Sheriff \$30.00.

Revenues for materials and/or services rendered in June: George & Irene Wolf \$216.75 scoria & hauling; Norm Winter \$729.38 scoria & hauling; Karen Putnam \$153.75 scoria & hauling; Bob Lee \$216.75 scoria & hauling; Jerry Redmond \$423.75 scoria & hauling; Tony Obrigewitch \$150.60 scoria & hauling; Larry Johnson \$819.75 scoria & hauling; Mark Kordon \$301.20 scoria & hauling.

Revenues for the month of June: Highway Tax Distribution \$18,963.04; Oil & Gas Production Tax \$345,096.20; Interest \$5,465.35; Sheriff \$29,060.00 permits; Royalties \$72,341.94; Mineral Royalties \$264,822.86; Ambulance Services \$1,520.98

The following claims were approved for payment:

PAYEE	EXPLANATION	CHECK #	AMOUNT	DEPT
Adams, Donna	Recorder – Convention Travel	005405	\$ 526.34	
Advanced Business Methods	Recorder – Copier Contract	005406	\$ 17.92	
Advanced Technology Products	Shop Supplies	005407	\$ 425.22	2
Alternative Sanitation	Garbage Removal	005408	\$ 220.00	1, 2, 3, W
American Welding & Gas	Shop Supplies	005409	\$ 269.00	2
AmericInn of Valley City	Auditor – Convention Travel	005410	\$ 207.90	
Ameripride Linen Service	Mat Rental	005411	\$ 178.33	2, 3
A T & T	Cellular Service	005412	\$ 71.54	1
Baranko Bros., Inc.	Franks Creek Road – Project	005413	\$ 49,612.77	2
Billings County Rural Fire District	Taxes	005414	\$ 128.83	
Billings County Pioneer	Publishing	005415	\$ 1,122.04	1, 2, G
Billings County School District	Taxes	005416	\$ 669.55	
Beach Veterinary Clinic	Sheriff – Dog Impound	005417	\$ 45.00	
Belfield Automotive Supply, Inc.	Parts & Supplies	005418	\$ 428.00	2, 3, W, G
Belfield Plumbing & Heating	Courthouse – Elevator Repair	005419	\$ 1,438.01	
Bituminous Paving, Inc.	River Drive – Pave Intersection	005420	\$ 6,344.00	3
Blue Cross Blue Shield of N.D.	Dental & Vision Premiums	005421	\$ 2,513.80	1, 2, 3, W, G
Boltz, Devin	Weed – Pesticide Training	005422	\$ 80.00	
Bound Tree Medical, LLC	Ambulance – Medical Supplies	005423	\$ 16,070.28	
Braun Distributing, Inc.	D.E.M. – Crime Prevention	005424	\$ 192.40	
Brooks & Associates, C. E.	Land Use Plan – Roadless	005425	\$ 10,210.63	
Brovold, Jay V.	States' Attorney – Travel Expenses	005426	\$ 684.04	
Butler Machinery Co.	Parts & Repairs	005427	\$ 7,481.18	1, 3
Cellular Communications, Inc.	Sheriff & D.E.M. – Cellular Upgrades	005428	\$ 685.86	
Cerkoney, Cathy	Zoning Meeting – Mileage	005429	\$ 84.55	
Clyde, Katie	Weed – Pesticide Training	005430	\$ 80.00	
Consolidated	Shop Supplies	005431	\$ 29.00	2
Contech Engineered Solutions	Culverts	005432	\$ 21,902.58	3
Country Inn & Suites – Fargo	Tax Director – Travel Expense	005433	\$ 539.00	
Creative Energy	Gas & Diesel Fuel	005434	\$ 23,937.81	1, 2, W
Crop Production Services	Weed – Chemicals	005435	\$ 12,315.76	
Custom Design	Sheriff & Risk Mgmt. – Uniforms	005436	\$ 195.00	
D & D Sprinkler Systems	Courthouse – Sprinkler Repair	005437	\$ 246.00	
Dakota Farm Equipment, Inc.	Parts & Supplies	005438	\$ 1,109.41	1, 3, W
Dakota Fence Company, Inc.	River Drive – Guardrail	005439	\$ 3,595.00	3
Dakota Insurance	Property Insurance	005440	\$ 1,344.00	1, 3, W, G
Dan's Interstate Conoco	Sheriff – Gas	005441	\$ 175.34	
Dickinson, City of...	Waste Disposal	005442	\$ 5.47	3
Dickinson Press	Publishing – Burn Ban Notice	005443	\$ 66.56	
Dickinson Public Library	Library Services	005444	\$ 4,051.36	
Dickinson Tire, Inc.	Sheriff – Tires	005445	\$ 1,739.00	
DJ's Tesoro	Sheriff & Ambulance – Gas	005446	\$ 156.33	
D.T.E., Inc.	Parts & Supplies	005447	\$ 205.50	2
Emil's Repair	Weed – Parts & Repairs	005448	\$ 245.17	
Environmental Dust Control	Stabilock Dust Control	005449	\$ 28,890.55	2
Fastenal Company	Shop Supplies	005450	\$ 240.85	3
George's Tire, LTD.	Tires	005451	\$ 3,344.00	3
Golden Valley County	Social Service & Remodeling	005452	\$ 20,474.18	
Hartman, Connie M.	Deputy Auditor – Travel Expense	005453	\$ 201.72	
Hecker, Allen T.	Gravel Royalties	005454	\$ 2,656.21	2
Hecker Family Trust, Andrew C.	Gravel Royalties	005455	\$ 21,249.75	2
Hecker, Arvid	Gravel Royalties	005456	\$ 2,656.22	2

Hecker, Clayton H.	Gravel Royalties	005457	\$	2,656.22	2
Hecker, Delry L.	Gravel Royalties	005458	\$	2,656.22	2
Hecker, Doug G.	Gravel Royalties	005459	\$	2,656.22	2
Hecker, Maynard A.	Gravel Royalties	005460	\$	2,656.22	2
Hecker, Wayne A.	Gravel Royalties	005461	\$	2,656.22	2
Hedahls Auto Plus	Shop Supplies	005462	\$	44.75	1
Hlebechuk Construction, Inc.	Blade Roads & Clean Culvert	005463	\$	26,382.50	1, 2, 3
Jamestown Communications	D.E.M. – Radio Parts	005464	\$	57.75	
Jeff’s Towing	Sheriff – Oil-x & Service	005465	\$	52.90	
Jurgens, David	Sheriff – Travel Expense	005466	\$	103.40	
Just-In Glass	Sheriff – Windshield Repair	005467	\$	40.00	
Kadrmaz, Lee, & Jackson, Inc.	Engineering	005468	\$	182,751.90	1, 2, 3
Kasian, Michael E.	Commissioner – Mileage	005469	\$	166.68	2
Kessel, Anita	Zoning Meeting – Mileage	005470	\$	90.20	
Kessel, Joseph L.	Commissioner – Mileage	005471	\$	239.00	1
Kohler Communications, Inc.	Gorham Tower Rental	005472	\$	200.00	
Krebs Machine & Repair	Parts & Repairs	005473	\$	67.45	2
Krush, Paul	Zoning Meeting – Mileage	005474	\$	92.46	
Lamb, Marcia	Auditor – Travel Expense	005475	\$	754.24	
Lapp, Colleen	Deputy Auditor – Travel Expense	005476	\$	30.00	
Lyle Signs, Inc.	Road Signs	005477	\$	3,749.47	3
Mac’s, Inc.	Shop Supplies	005478	\$	88.50	3
Mid-American Research Chemicals	Courthouse – Maintenance Supplies	005479	\$	119.83	
Matthew Bender & Co., Inc.	Subscription	005480	\$	227.05	
Medora, City of...	Taxes	005481	\$	24,239.88	
Meyer Aggregate, LLC	E.Armbrust Pit – Gravel Crushing	005482	\$	110,000.00	2
Midstate Telephone Company	Courthouse – Telephone Service	005483	\$	939.63	
Mobile Binders	Recorder – Docket Binders	005484	\$	839.18	
Missouri Valley Petroleum, Inc.	Oil & Medora Keytrol – Gas Fill	005485	\$	7,547.32	2, G
N.D. Association of Counties	Taxes	005486	\$	83.65	
N.D. Association of Counties	Weed – D & A Testing	005487	\$	239.65	
N.D. Association of Counties	Auditor – ILG Class Fee	005488	\$	70.00	
N.D. Cowboy Hall of Fame	Meeting Room – Maintenance	005489	\$	200.00	
N.D. Dept. of Transportation	Sheriff – Title 2013 Suburban	005490	\$	11.50	
N.D. Game & Fish Department	Game Licenses	005491	\$	429.00	
N.D. Dept. of Mineral Resources	Tax Director – Subscription	005492	\$	48.00	
N.D. Insurance Department	Property Insurance	005493	\$	6,904.53	1, 2, 3, W, G
N.D. Insurance Department	Fuel Tank Registrations	005494	\$	1,100.00	1, 2, 3, G
N.D. Peace Officers Association	Sheriff – Conference Fees & Dues	005495	\$	550.00	
N.D.P.E.R.S.	Health Insurance Premium	005496	\$	42,875.67	1, 2, 3, W, G
N.D. Secretary of State	Election – Technical Support	005497	\$	1,178.04	
N.D. State Radio Communications	Sheriff – T-1 Line & 911 Service	005499	\$	1,429.23	
N.D. State Treasurer	Taxes	005500	\$	126.94	
N.D.A.A.O.	Tax Director – Conference Fees	005501	\$	60.00	
N.D.A.C.O. Resources Group	Courthouse – Tech. Mgmt. Set-up	005502	\$	953.00	
N.D.A.C.O. Resources Group	Sheriff & D.E.M. – Computer Support	005503	\$	4,582.50	
Nelson International	Parts & Supplies	005504	\$	178.71	1, 2
Newby’s Ace Hardware	Ambulance – Crew Quarters Supplies	005505	\$	80.86	
Nielsen, Logan	Weed – Pesticide Training	005506	\$	80.00	
Northern Improvement Co.	Cold Mix	005507	\$	4,344.30	1, 3
Northern Improvement Co.	Old Highway 10 – Road Project	005508	\$	323,316.95	3
Northwest Tires, Inc.	Tires	005509	\$	2,436.99	2, 3
Off Road Software, Inc.	Off Road GIS Software	005510	\$	1,400.00	
Pemberton, Juliana	Deputy Tax Director – Travel Expense	005511	\$	522.06	
Penguin Management, Inc.	Emergency Voice Notification	005512	\$	47.50	
Poland, Frances Kay	Weed – Pesticide Training	005513	\$	95.00	
Porter Motors, Dan	Ambulance – Oil-x & Service	005514	\$	69.30	
Postmaster	Courthouse – P.O. Box Rentals	005515	\$	328.00	
Postmaster	Tax Director – Stamps	005516	\$	46.00	
Prairie Lumber Co.	Emergency Building – Partition	005517	\$	1,812.15	3
Professional Printing	Information Center – Brochures	005518	\$	1,240.00	
Pump Systems, Inc.	Parts & Supplies	005519	\$	772.35	1, W
Putnam, Karen	Zoning Meeting – Mileage	005520	\$	46.13	
Queen City Motors, Inc.	Weed – Honda TRX Repair	005521	\$	2,869.17	
Ramada Hotel – Bismarck	Auditor – Travel Expense	005522	\$	69.30	
Ramada Inn – Grand Forks	Recorder – Travel Expense	005523	\$	207.90	
Ramkota Hotel – Bismarck	Auditor – Travel Expense	005524	\$	69.00	
RDO Equipment Co.	Parts & Repairs	005525	\$	3,518.30	2
Roughrider Electric Cooperative	Electricity	005526	\$	2,895.59	1, 2, 3, W, G
Runnings Supply, Inc.	Parts & Supplies	005527	\$	1,035.25	1, 2, W, G
Sax Motor Co.	Sheriff – 2013 Chevrolet Suburban	005528	\$	42,191.00	
Southwest Business Machines	H.P. Laptop Computer & Supplies	005529	\$	1,262.34	3, G
Share Corporation	Courthouse – Maintenance Supplies	005530	\$	188.87	
Snyder Repair & Service	Weed – Tire Repair	005531	\$	30.00	
St. Alexius Medical Center	Employee Assistance Program	005532	\$	250.00	
Stein’s, Inc.	Courthouse – Maintenance Supplies	005533	\$	705.10	
Stephan, Janel	Gravel Royalties	005534	\$	2656.22	2
SuperPumper, Inc.	Sheriff – Gas	005535	\$	43.01	
Southwestern District Health Unit	Taxes	005536	\$	71.96	
Southwest Multi-Co. Correction Ctr.	Prisoner Care	005537	\$	490.00	
Southwest Water Authority	Taxes	005538	\$	21.94	
Southwest Water Authority	Water Usage	005539	\$	1,026.45	1, 2, 3, W
Swanson, Stacey	Tax Director – Travel Expenses	005540	\$	611.05	
Tczap, John	Zoning Meeting – Mileage	005541	\$	45.00	
Team Laboratory Chemical Corp.	Fine Road Patch	005542	\$	1,376.00	3
Thos. Y Pickett & Co., Inc.	Tax Director – Appraisal Contract	005543	\$	2,500.00	
Tom’s Heating Service	Shop Heater	005544	\$	2,400.00	3
Tom’s Service Center	Parts & Service	005545	\$	77.40	3, G
Total Safety US, Inc.	Weed – Safety Supplies	005546	\$	189.61	
Tractor & Equipment Co,	Cutting Edges	005547	\$	5,667.90	1

Verizon Wireless	Cellular Services	005548	\$	930.93	2, 3, G
Wal-Mart	Supplies	005549	\$	562.41	W, G
West Dakota Oil, Inc.	Diesel Fuel	005550	\$	23,373.32	3
Westlie Crossroads Truck Center	Parts & Supplies	005551	\$	290.63	3
Wosepka CPA, James J.	2012 Fiscal Year Audit	005552	\$	6,138.00	
Zoll Medical Corp.	Ambulance – Medical Supplies	005553	\$	2,746.58	
Centurylink	Telephone Service	005630	\$	524.05	1, 2, 3, W, G
Consolidated	911 Changes & Internet Service	005631	\$	229.21	2, 3, W, G
Discovery Benefits, Inc.	Flex Plan – Administrative Fee	005632	\$	83.00	
Information Technology Dept.	Sheriff – T-1 Line	005634	\$	469.00	
Job Service North Dakota	Unemployment Taxes	005635	\$	1,754.01	1, 2, 3, W, G
Medora, City of...	Courthouse – Utilities	005636	\$	291.79	
N.D Department of Transportation	Ambulance – License & Title	005638	\$	11.50	
N.D.P.E.R.S.	Retirement Contributions	005639	\$	23,636.44	1, 2, 3, W, G
Reservation Telephone	Telephone Service	005644	\$	42.02	1, 2, 3, G
Visa	Ambulance – Lights, etc.	005645	\$	631.59	

Payroll in the following amounts were approved for June: General Fund \$103,932.39; Road and Bridge Fund \$98,465.62; Weed Fund \$40,804.62.

With there being no further business, Kasian moved to adjourn the meeting at 3:00P.M. Kessel seconded. All voted aye.

James Arthaud, Chairman

Attest: _____

Marcia Lamb, Auditor/Treasurer

**BILLINGS COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL MEETING – JULY 25, 2013**

The special meeting was called to order at 9:00 A.M. with Commissioners Arthaud present by speakerphone, Kasian in attendance.

Others present during portions of the meeting were: Craig Kubas, Jay Brovold, Joe Kessel (Baranko Brothers), Jason Hieks, Rory Pague, Highway Superintendent Jeff Iverson, James Scully, Jodi Wilson, Chris Fogerty, Hugh Hlebechuk, Charlie Krug, Donna Adams.

There were three bid openings, the first was for gravel crushing and stockpiling in the S1/2 Section 14-142-98. One (1) bid was received by Fisher Sand & Gravel in the amount of \$200,100.00. Kasian moved and Arthaud seconded to award the bid to Fisher Sand & Gravel.

The second bid opening was for road project COIA-0428(001). Two (2) bids were received: Northern Improvement Company \$653,020.90 and Bituminous Paving \$664,302.50. Kasian moved to award the bid to Northern Improvement Company pending approved mathematical calculations by KLJ. Arthaud seconded. All voted aye.

The third bid opening was for road project CP-04(11)04. Eight (8) bids were received: Heartland Grading \$745,523.58; Baranko Brothers, Inc \$623,830.44; US SiteWork \$610,762.40; Martin Construction, Inc. \$652,760.55; Wilson Construction, Inc \$540,887.15; Hlebechuk Construction, Inc \$461,195.63; ELM Contracting \$714,257.50; Steve Manning Construction \$831,478.20. Kasian moved to award the bid to Hlebechuk Construction, Inc. pending approved mathematical calculations by KLJ. Arthaud seconded. All voted aye.

Discussion ensued regarding the bid received at the July 8, 2013 meeting for gravel crushing & stockpiling in NW1/4NW1/4 of Section 35-144-98. After discussion of the references and information received by KLJ and Highway Superintendent, Jeff Iverson, Kasian moved to award the bid to 24/7 Contracting who was the low bidder at \$97,600.00. Arthaud seconded. All voted aye.

Arthaud left the meeting by phone. The meeting ended.

James Arthaud, Chairman

Attest: _____

Marcia Lamb, Auditor/Treasurer

