

**BILLINGS COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MARCH 7, 2023.**

The meeting was called to order by Chairman Lester Iverson at 9:00 A.M. with Commissioners Dean Rodne and Steven Klym in attendance.

Others were present during portions of the meeting: State's Attorney Patrick Weir via Teams, Deputy Auditor Jonna Bertelsen, Maintenance Supervisor Travis Bertelsen via Teams, Clerk/ Recorder Juliana Hammerstrom, Tax Director Stacey Swanson, Ambulance Director Kyle Michels, Fire Chief Kyle Shockley, Weed Supervisor Katie Dillman, John Hild, Dudley Stuber, Dustin Stuber, Kurt Froelich, Chad Hammerstrom

The Pledge of Allegiance was recited. Rodne moved to approve the meeting minutes of the February 7, 2023 regular commission meeting. Klym seconded. All voted aye.

Klym moved to approve the agenda. Rodne requested to add clarification to the motion made at the last meeting regarding the engineer for the LMRC. After discussion, it was decided to add this under States Attorney Weir's department head report. Klym moved to approve agenda as amended. Rodne seconded. All voted aye.

States Attorney Weir gave his monthly report. Rodne had questions regarding the engineering firm hired. Weir stated that Jen Turnbow with Ulteig Engineering was hired as an engineer consultant on an hourly basis to review the EIS due to the fact that she was the lead with KLJ on the project.

Weed Supervisor Katie Dillman presented her monthly report. There are currently funds available for snow removal reimbursement for the counties and the deadline is June to get that information into the state, so she is working with the road department. Most of her staff will be returning for the summer spraying season.

Fire Chief/EM Kyle Shockley gave his monthly report. The Fairfield radio tower will be bid for the April meeting. He is working on plans for the Medora emergency building. He also presented the Sheriff's report to the commission.

Clerk of Court/Recorder Juliana Hammerstrom gave her monthly report – SB 2277 failed on the senate floor to make Clerks of Court State employees. Reasonable suspicion training will be provided by risk management next month. Building inspection checklists will be going out to all departments.

Auditor Lamb gave her monthly report. They will be meeting with Tyler Technologies to get a demonstration and quote for executime, the time keeping system that works with the financial/payroll software they currently use. Lamb will also be applying through ND OMB for the purchasing program to get credit cards set up for each department. Lamb presented a Continental Resources division order transfer of ownership. Klym moved to approve the amendment. Rodne seconded. All voted aye.

Courthouse Maintenance Travis Bertelsen gave his monthly report. Bertelsen presented the proposal to the board for the snow cleats to be added to the roof. The commission approved of the proposal of \$27,939.00 from Twin City Roofing.

Ambulance Director Kyle Michels gave his monthly report. Michels has been reelected to the EMS board of directors for another 2-year term.

Road Superintendent Patrick Redmond and KLJ Engineers were not present. Their written reports were given to the board.

Dudley Stuber was present to ask questions on the requirements of building permits on agricultural property and whether the county would consider adopting the regulations that Dunn County has by adding an opt out option for agricultural property owners from having to have a building permit and inspection done. Chad Hammerstrom and John Hild were present and voiced concerns regarding the process and fees. Zoning director Stacey Swanson gave input to their concerns. Building permits are required to make sure homes are built according to ND code. This building permit process would need to be amended through the zoning board first. The commission would like to review this at the next meeting.

Tax/Zoning Director Stacey Swanson gave her monthly report. Swanson presented to the commission a farm home exemption abatement. Klym moved to approve the abatement. Rodne seconded. All voted aye. She also presented a zoning application for Luke Hlebechuk for a house on 22nd St SW. Klym moved to approve Luke Hlebechuk's application. Rodne seconded. All voted aye. There was a zoning violation regarding semi-truck parking a tanker trailer in residential zoning. The individual agreed to park his tanker trailer off of the property.

Extension agent Kurt Froelich was present to give an update. After discussion regarding performance evaluations for extension, Commissioner Klym volunteered to be on the review board.

Auditor Lamb discussed payroll policy with the commission. When a timekeeping system is purchased and implemented, rules must be set within the system for each employee as to how to handle their time so that it is paid properly.

The board discussed the snow day policy and options, compensatory time, transferring leave for a new employee transferring in from another NDPERS entity, holidays and vacation accrual for new employees. After lengthy discussion, Klym moved to approve the following effective April 1, 2023:

- If a building closure occurs, employees released from work due to the closure will be compensated as if they finished their shift. Employees not on duty at the time of the closure will not receive compensation.
- Require compensatory time to be used prior to vacation and sick leave.
- 80 hours of sick leave and 40 hours annual leave will be allowed to be transferred in for new employees to Billings County from any other NDPERS entity.
- If an employee is required to work on an observed holiday or actual holiday, employees will be paid double time for their hours worked
- Vacation hours will accrue after 30 days of employment.

Rodne seconded. All voted aye.

The board discussed the rotation for the commissioners to each attend the department head meetings Klym attended in January and Iverson in February. Rodne will be at the March meeting and it will continue to go in that order.

The following claims were approved for payment:

PAYEE	CHECK #	AMOUNT
Blue Cross Blue Shield of ND	22539	\$ 4,148.90
ND Public Employee Retirement Sy	22540	\$ 833.95
Red Rock Ford	22541	\$ 39,195.00
Southwest Multi-County Correction	22542	\$ 24,754.33
Active 911 Inc	VOID	\$ 34.10
Advanced Business Methods Inc	22544	\$ 1,212.90
Advanced Collision Center Inc	22545	\$ 5,720.04
All Around Tire & Oil	22546	\$ 1,968.96
American Welding & Gas	22547	\$ 141.60
Aramark	22548	\$ 474.01
Aspen Mills	22549	\$ 254.39
Badlands Integrity Group	22550	\$ 130.00
Baranko Deanna	22551	\$ 58.95
Belfield Automotive Supply	22552	\$ 2,870.95
Billings County Historical Soc	22553	\$ 1,607.67
Billings County Rural Fire Dist	22554	\$ 31,163.23
Billings County School Dist	22555	\$ 362,314.55
Boss Office Products	22556	\$ 3,093.67
Bound Tree Medical LLC	22557	\$ 650.97
Braun Distributing Inc	22558	\$ 136.25
Brosz Engineering Inc	22559	\$ 18,080.00
Capital One	22560	\$ 276.69
Center for Education	22561	\$ 278.00
Cerberus Security	22562	\$ 281.00
Charbonneau Car Center	22563	\$ 294.73
Code 4 Services Inc	22564	\$ 7,117.00
Corneil Todd	22565	\$ 50.00
Creative Energy	22566	\$ 67.42
Dakota Insurance	22567	\$ 59.00
Darby's Welding & Machine Inc	22568	\$ 4,389.06
Deans Distributing	22569	\$ 2,617.53
Dickinson Tire Inc	22570	\$ 139.41
Docusign Inc	22571	\$ 6,020.00
Don's Filter & Furnaces Inc	22572	\$ 365.95
Dunn County Auditor	22573	\$ 1,450.00
Ecolab Pest Elim Div	22574	\$ 354.33
Eide Bailly	22575	\$ 155.00
Fairfield & Woods, P.C.	22576	\$ 389.40
Farmers Union Oil Co- Beach	22577	\$ 68,834.75
Fastenal Company	22578	\$ 1,024.55

Fisher Industries	22579	\$	2,313.92
Fisher Industries	22580	\$	8,304.44
Forsgren Associates	22581	\$	1,841.53
Gall's Inc	22582	\$	877.12
Geltel Austin	22583	\$	200.14
General Steel and Supply Co	22584	\$	20.29
George's Tire LTD	22585	\$	7,623.00
Gooseneck Implement	22586	\$	15.24
GS Publishing	22587	\$	153.56
Hammerstrom Juliana	22588	\$	399.20
Hild John	22589	\$	11,493.00
Hlebechuk Construction Inc	22590	\$	4,458.50
J and J Operating LLC	22591	\$	3,831.12
J P Steel & Supply Inc	22592	\$	1,759.74
James Oil Well Service Inc	22593	\$	1,496.50
JB's Window Cleaning Service	22594	\$	100.00
Kessel Anita F	22595	\$	50.00
Kevin's Auto & Truck Repair	22596	\$	183.98
Kirsch Kevin & Colette	22597	\$	11,242.80
KLJ Engineering LLC	22598	\$	18,994.64
Knopik Pit Management LLC	22599	\$	43,333.63
Knox Company	22600	\$	468.00
Kohler Communications Inc	22601	\$	165.00
Krebs Machine & Repair	22602	\$	1,261.00
Kubik Bogner Ridl & Selinger PLLP	22603	\$	4,507.50
Kuntz Paul J c/o Kuntz Paul & Donna	22604	\$	4,832.00
Lamb Marcia	22605	\$	172.88
Linde Gas & Equipment Inc	22606	\$	216.41
Logo Magic	22607	\$	324.00
Mac's Inc	22608	\$	62.09
Marco Technologies, Inc	22609	\$	5,338.00
Martin Construction	22610	\$	177,810.97
Mechanical Technology Inc	22611	\$	1,000.00
Medora, City of	22612	\$	9,031.85
Menards Dickinson	22613	\$	838.70
MGM Rural Sanitation LLC	22614	\$	362.29
Mid-American Research Chemical	22615	\$	546.83
Mid-States Organized Crime	22616	\$	100.00
ND 911 Association	22617	\$	100.00
ND Association of Counties	22618	\$	3,210.70
ND Association of Counties	22619	\$	130.25
ND Association of Counties Engineers	22620	\$	275.00
ND Attorney Generals Office	22621	\$	310.00
ND Clerk's Association	22622	\$	200.00
ND County Auditors Association	22623	\$	100.00
ND County Recorders Association	22624	\$	200.00
ND County Treasurer's Association	22625	\$	100.00
ND Dept of Transportation	22626	\$	915.36
ND State Radio Communications	22627	\$	5,718.52
ND State Treasurer	22628	\$	7,240.71
NDACO Resources Group Inc	22629	\$	9,909.18
NDLTAP - UGPTI	22630	\$	100.00
NDWCA	22631	\$	275.00
Nelson International	22632	\$	1,812.15
Newby's Ace Hardware	22633	\$	317.92
North Dakota One Call	22634	\$	11.70
Northwest Tire Inc	22635	\$	231.42
Nutrien Solutions	22636	\$	51,104.40
Post Board	22637	\$	150.00
Pump Systems Inc	22638	\$	775.87
Putnam Karen	22639	\$	102.62
Quadient Leasing USA Inc	22640	\$	375.00

Ramkota Hotel	22641	\$	392.78
RDO Equipment Co	22642	\$	2,853.71
RELX	22643	\$	233.40
Rodne, Dean	22644	\$	77.51
Rudy's Lock & Key	22645	\$	261.00
Runnings Supply Inc	22646	\$	978.27
Service Printers	22647	\$	536.70
Sheyenne Tooling & MFG	22648	\$	1,321.76
Smith Porsborg Schweigert Armstrong	22649	\$	3,387.50
Southwest Multi-County Correction	22650	\$	7,225.00
Southwest Water Authority	22651	\$	706.96
Southwest Water Authority	22652	\$	19.34
Southwestern Dist Health Unit	22653	\$	23,475.45
St. Alexius Medical Center	22654	\$	594.14
St. Demetrius Church	22655	\$	2,654.00
State Ave Veterinary Clinic	22656	\$	201.19
Syminow Rodney	22657	\$	139.30
Thomas Lance & Stephanie	22658	\$	34,131.00
Thompson Patty	22659	\$	211.85
Total Safety US inc	22660	\$	160.00
Uniform Center	22661	\$	1,019.83
US Postal Service	22662	\$	78.00
Van Horn Alvin	22663	\$	3,000.00
Verizon Wireless	22664	\$	2,693.26
Vision West ND	22665	\$	800.00
Vizion Signs	22666	\$	975.00
Wallwork Truck Center	22667	\$	200.08
West Dakota Oil Inc	22668	\$	2,721.13
Westlie Crossroads Truck Center	22669	\$	15,940.46
Wyrick Construction	22670	\$	94,600.00
Zonar Systems	22671	\$	702.20
ND Public Employee Retirement Sy	22672	\$	11,040.00
ND Public Employee Retirement Sy	22673	\$	48,287.41
NDFOP State Lodge Treasurer	22674	\$	52.00
ND Public Health Ins Trust	22675	\$	82,981.69
State Dispersement Unit	22676	\$	1,077.00
Wex Health Inc	22677	\$	1,906.27
CenturyLink	22678	\$	951.42
Information Technology Department	22679	\$	1,273.60
Medora, City of	22680	\$	424.42
Reservation Telephone	22681	\$	40.00
Roughrider Electric Coop Inc	22682	\$	4,674.45
RTC Networks	22683	\$	1,183.14
Verizon Wireless	22684	\$	55.52
Visa	22685	\$	2,337.38
Visa	22686	\$	2,631.00
Wex Health Inc	22687	\$	66.50

The board approved the revenue vouchers for the month of February: Recorder \$10,402.40; Zoning \$475.00; Court \$20.00; EMS \$8,310.16; Sheriff \$1,008.00.

Revenues for materials and/or services rendered in February: WEED SPRAYING: John Romanyshyn \$766.93, City of Belfield \$1,036.00.

Revenues for the month of February: Road & Bridge permits \$4,605.25; Highway Distribution \$17,362.38; Oil & Gas Production Tax \$508,060.99; Royalties \$37,590.14; Unorganized Oil & Gas Production Tax \$33,870.73; Interest \$12,745.40; State Aid Distribution \$30,242.23; Township Distribution \$22,077.60; LEPC \$12.50; Natl Opioid Settlement \$475.08; NDRIN \$12,699.00; Capitol Credits \$2,361.61; 24/7 Program \$600.00 EMS Services \$500.00.

Payroll including longevity in the following amounts was approved for February: General Fund \$203,900.46; Road and Bridge Fund \$129,157.70; Weed Fund \$13,240.37.

With there being no further business, Klym moved to adjourn the meeting at 1:05 pm. Rodne seconded. All voted aye.

Lester Iverson, Chairman

Attest: _____

Marcia Lamb, Auditor/Treasurer