

**BILLINGS COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING JUNE 6, 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, Deputy Auditor Jonna Bertelsen, Maintenance Supervisor Travis Bertelsen, Clerk/Recorder Juliana Hammerstrom, Tax Director Stacey Swanson, Ambulance Director Mitch Gilseth, Ambulance Director Kyle Michels, Weed Supervisor Katie Dillman, Sheriff Dean Wyckoff, Road Superintendent Pat Redmond, Andrew Krebs, Melissa Hamilton, Tonya Urolevy, Shannon Straight, Anita Kessel, James Kramer, Steve Fore, Ryan Christenson, Ken Vein, Amy McCann, Laura Grzanic, Tammy Syminow, Kinley Slaughter, Ted Tescher, Deputy Tax Director Deanna Baranko

The Pledge of Allegiance was recited. Klym moved to approve the meeting minutes of the May 4, 2023 regular commission meeting. Rodne seconded. All voted aye.

Klym asked to add road stabilization repair study under Redmond's report. Rodne moved to approve agenda as amended. Klym seconded. All voted aye.

Maintenance Supervisor Travis Bertelsen gave his monthly report. The sheriff outdoor entrance roof will be replaced today due to damage from the ice falling on it. Working on landscaping around the facility, painted the deck at the crew quarters, and snow cleats are installed with 3 different runs. States Attorney Pat Weir and Travis discussed the conversation with the city on the dumpster issue. Most use out of the dumpster comes from city residents. This will be brought to the city board to discuss a 75/25 split of the bill with the city covering 75%. Pat and Travis will draw up a plan for the county and the city to be brought forward to the commission at a later date. Bertelsen presented a quote that he received for the auditor's office door project. The commission would like to see a few more quotes for comparison before making a decision.

Sheriff Wyckoff gave his monthly report. The office has seen an influx in calls due to the new updates to phones and incidental dialing of 911. Wyckoff informed the board that he will be purchasing a new finger print machine. The parts for the old one is becoming too expensive and it would save us money in the long run to just purchase a new one. It is in the budget and the commission was in agreement this needs to be done.

Ambulance Directors Mitch Gilseth and Kyle Michels gave their monthly report.

States Attorney Patrick Weir gave his monthly report. Weir has gone through the updates to the policy manual that they HR attorney has made. Would be in the best interest for the commission if he came out to present the changes to them in person and to answer any questions that may come up.

Andrew Krebs with KLJ was present to give his monthly report.

Road Superintendent Patrick Redmond was present to give his monthly report. Klym would like to get together with the road department to come up with a plan for better road stabilization and put together a study for this. Iverson suggested that a rep that has knowledge in this area be contacted for some ideas on how to go about starting a study.

Tax/Zoning Director Stacey Swanson was present to give her monthly report. Swanson presented the board with 8 ARW applications.

1. 2023-6A to 6F – Consolidated Telecom – ARW Utility permits for the fiber lines south of I-94.
2. 2023-10 – Bob's Oilfield Service – other construction in r/w - Government Creek Rd – 15-141-100
3. 2023-11 – Petro Hunt – Temporary water line 6th St SW/121st Ave SW, Sec 1-2 144-98
4. 2023-12 – Petro Hunt – Temporary water line 6th St SW/121st Ave SW, Sec 1-2 144-98
5. 2023-13 –Roughrider Electric – Utility line 24th St SW, Sec 3-141-98
6. Pipeline 4450 – Petro Hunt – oil/gas/saltwater – 8th St SW/123rd Ave SW, Sec 9-10-14-15 144-98
7. Pipeline 4451 – Petro Hunt – oil/gas/saltwater – 8th St SW/123rd Ave SW, Sec 9-10-14-15 144-98
8. Pipeline 4452 – Petro Hunt – oil/gas/saltwater – 8th St SW/123rd Ave SW, Sec 9-10-14-15-16 144-98

Discussion was had on water holding ponds for production located around the county and if we need to have them added to the zoning ordinance. Consolidated will be starting on the project in the next couple weeks. All applications for consolidated will be approved separately from other ARW applications. Klym moved to approve Consolidated ARW's as presented. Rodne seconded. All voted aye. Rodne moved to approve the other ARW's as presented. Klym seconded. All voted aye.

Swanson presented a three-year application renewal request for a Temporary Use Permit for applications 2020-6 and 2020-7 for Arvid Hecker and Albert and Anita Kessel. These permits are used for temporary storage of

oilfield equipment. Klym moved to approve the three-year renewal for the Temporary Use Permits 2020-6 and 2020-7. Rodne seconded. All voted aye.

Amy McCann with the Theodore Roosevelt Presidential Library was present to give updates on the library. Amy presented the new renderings. This summer and fall earthwork will be done. JE Dunn's Ryan Christensen, Steve Forey and James Kramer gave a presentation of the logistics of the project and what to expect from workers during tourist season and after. Trucks will enter and exit off exit 24 to Chateau Road. On musical days they will be cleaning up at 2:30pm to be out of the work site by 4:00pm on musical days. Trucks will be staying in Beach or Belfield as well. Contractors will have a gate to enter in and out of with a code and this code will also be given to the county emergency departments for entrance during emergencies. The easement with the forest service to use the access road is almost complete but the primary access road will be Chateau Road.

Superintendent of Billings County Schools Shae Peplinski was present to inform the board on the school update plans. Peplinski handed out the design plans for the Demores school that includes a new full size gymnasium and a few classrooms. Right now, the students are having to walk from the school to the community center to use the gymnasium there and with the inclement weather in winter, it is not an ideal situation. This would give the school a better option to make coops with other schools work and utilize the gymnasium for sports games. There are two phases to this project, phase one is the gym and classrooms. Phase two would be to expand the cafeteria. The plan is to bid the project out in January of 2024. Phase one will be roughly \$5M and both phases together \$7M. The school board agreed to cover \$3M out of the building fund so they are asking the county to match that. The board already agreed to the \$1M from BankHead Jones for 2023, so the request is \$2M in 2024. Rodne moved to pledge \$2M for the building project at the school for the 2024 budget year. Klym seconded. All voted aye.

Auditor Marcia Lamb provided the bureau of labor statistics for CPI-U, which is at 4.9% for cost of living increase from 2022. The board asked to see the past 3 years of increases. After discussion, Rodne moved to approve a 2.5% COLA increase on individual salaries for inclusion in the 2024 budget. Klym seconded. All voted aye.

Auditor Lamb presented the Armbrust sand lease agreement for review and approval. Klym moved to approve the agreement. Rodne seconded. All voted aye.

Auditor Lamb informed the board that the county received \$17.1 million from BankHead Jones. This is money the county receives annually in lieu of taxes on federally acquired land in the county. Lamb presented the board with a history of payments since 2013.

Auditor Lamb provided the board with a credit card authority policy and requested approval. Klym moved to approve the credit card authorization policy. Rodne seconded. All voted aye.

Auditor Lamb presented the board with a county employee retirement contribution issue. The county was informed by NDPERS that they can not contribute to the main retirement plan for States Attorney Weir since he is in the judges pool retirement plan. NDPERS has refunded the county all of the contributions made since 2019 on his behalf. Rodne moved to allow Auditor Lamb to work with States Attorney Weir to roll the retirement credit received from NDPERS in the amount of \$54,457.26 to a retirement plan of his choosing and to include his retirement percentage in the same amount as the other employees of the county ongoing. Klym seconded. All voted aye.

Auditor Lamb presented a longevity audit report that her office has been working on due to the change in the longevity schedule for 2023. Three discrepancies from years prior were found during this audit with years of service. Two of the employees began work in January and were paid prior to completing a full year of service for their first year. One employee's years of service began when they were a seasonal weed sprayer. Seasonal weed sprayers do not qualify for longevity. This individual will be set back 3 years for longevity, but will still receive an additional \$2,100 due to the new longevity schedule the board approved. The years of service errantly paid will not be asked for repayment, but correct the amount for this year and moving forward. The auditor's office will send a memo to the individuals that have a change. Klym made the motion to accept the county longevity audit as presented. Rodne seconded. All voted aye.

Lamb presented to the board the annual Eide Bailly engagement letter for the approval to complete the 2022 audit. Rodne moved to allow for Auditor Lamb to engage Eide Bailly for the 2022 county audit. Klym seconded. All voted aye.

Stacey Swanson updated the board on the Medora Area Plan review. There is a stakeholder meeting with the DOT coming up for the Pacific Ave project. At the last meeting, Swanson gave updates to the board on the opt out option for the building inspection on the building applications. The zoning board approved an application at the last meeting and it is being presented to the commission for approval today. The commission has a few more questions they would like answered on the application before approval. Klym moved to table the building

permit waiver application until the July meeting to get some additional information. Rodne seconded. All voted aye.

The board recessed for lunch at 12:03pm and resumed at 1:00pm

At 1:04PM the board recessed as the Billings County Commission and convened as The Billings County Board of Equalization. Present at the meeting were commissioners Lester Iverson, Dean Rodne, and Steve Klym as well as Auditor Marcia Lamb, Tax Director Stacey Swanson, Deputy Tax Director Deanna Baranko, Deputy Auditor Jonna Bertelsen. Public attendees included Ted Tescher

Tax & Zoning Director Stacey Swanson gave an overview of the assessment process and factors affecting the value of all classes of property in the city and county. The Sales Ratio Study for the residential and commercial assessments was reviewed. Total change in residential assessments for Medora was 5.4% and total townships were 7.7%, approximately 29% was for new construction and 71% for market adjustments. Total change in commercial assessments for Medora was 7.6% and total townships was 1.1%. Most of the increase was for new construction or changes in industrial assessments.

An appeal was received on June 5, 2023 for parcel 19000000887001 from Merit Advisors, for the Paluck #1 SWD leased site in the NW1/4 24-142-99 however, the tax representative for Landtech Enterprises withdrew the appeal earlier this morning. No action was taken by the CBOE.

Agricultural land NDSU average is \$257.14/acre for 2023. Cropland soils were increased 6% and non-cropland soils had no change. The county average is 5% below the NDSU average and within the tolerance level.

The legislative changes this year will likely increase the amount of individuals who qualify for homestead credit.

Ted Tescher was present to discuss property taxes with the board and noted differences between the taxes he pays per acre for agricultural land in Golden Valley County and Billings County. Swanson provided information regarding mill levies, the valuation of non-cropland soils, and the differences between the NDSU starting points.

Total true & full value increased by 3.9% in the county. Total projected net taxable value for locally assessed property is \$14,951,732. No one appeared in protest of their individual assessment. Klym moved to approve the 2023 Billings County assessments as presented. Rodne seconded. All voted aye.

At 1:57PM the board recessed as the Billings County Board of Equalization and convened as the Billings County Commission.

Klym discussed having the commission travel to the county buildings to review and inspect the use and condition of all the buildings. The board was in agreeance with this and would like to do this at the next commission meeting, July 6, in the afternoon. Lamb will try not to book anything in the afternoon on the agenda.

The following claims were approved for payment:

Blue Cross Blue Shield of ND	22911	\$	4,264.00
ND Public Employee Retirement Sy	22912	\$	834.23
All Around Tire and Oil	22913	\$	410.00
American Traffic Safety Services Association	22914	\$	195.00
American Welding & Gas	22915	\$	105.36
Aramark	22916	\$	480.42
Armbrust Bryan & Wendy	22917	\$	57,550.50
Armbrust David & Dorothy	22918	\$	57,550.50
Belfield Automotive Supply Inc	22919	\$	2,606.72
Best Energy	22920	\$	46.67
Billings County Historical Society	22921	\$	101.54
Billings County Rural Fire Dist	22922	\$	1,861.79
Billings County School Dist	22923	\$	2,409.83
Bismarck Tribune	22924	\$	765.00
Boespflug Trailers & Feed	22925	\$	557.68
Boss Office Products	22926	\$	2,129.95
Bound Tree Medical LLC	22927	\$	392.01
Braun Distributing Inc	22928	\$	136.25
Brosz Engineering Inc	22929	\$	47,092.50
Butler Machinery Co	22930	\$	202.96
Capital One	22931	\$	125.72
Central Mechanical Inc	22932	\$	230.00

Cerberus Security	22933	\$	30.00
Cerkoney Cathy	22934	\$	95.85
Charbonneau Car Center	22935	\$	813.04
Choice Financial	22936	\$	38.00
C.N.A Surety	22937	\$	50.00
Code 4 Services Inc	22938	\$	6,945.98
Creative Energy	22939	\$	303.41
Dept of Correction & Rehab	22940	\$	150.00
Dickinson Public Library	22941	\$	4,298.31
Dickinson Tire Inc	22942	\$	139.70
Dooley Enterprises Inc	22943	\$	3,062.80
Ecolab Pest Elim Div	22944	\$	354.33
Farmers Union Oil Co - Beach	22945	\$	14,046.85
Forsgren Associates Inc	22946	\$	9,223.70
Gall's Inc	22947	\$	46.36
George's Tire LTD	22948	\$	1,654.00
Gerry's Plumbing & Heating	22949	\$	635.00
Gooseneck Implement	22950	\$	10,210.27
GS Publishing	22951	\$	894.66
Hammerstrom Julianna	22952	\$	211.85
Hlebechuk Construction Inc	22953	\$	378.81
HP Inc	22954	\$	830.76
Iverson Jeff	22955	\$	268.00
J and J Operating LLC	22956	\$	558.88
Johnson Controls Fire Protection LP	22957	\$	3,035.34
Jones & Bartlett Learning LLC	22958	\$	255.25
Kasian Connie	22959	\$	50.00
Kessel Anita F	22960	\$	102.40
Kiesler Police Supply	22961	\$	6,748.80
KLJ Engineering LLC	22962	\$	25,383.17
Knopik Pit Management LLC	22963	\$	11,623.17
Krebs Machine & Repair	22964	\$	148.39
Kubik Bogner Ridl & Selinger PLLP	22965	\$	3,000.00
Lawson Products Inc	22966	\$	588.17
Linde Gas & Equipment Inc	22967	\$	34.15
Little Missouri Restaurant & Saloon	22968	\$	500.34
Logo Magic	22969	\$	1,006.00
Mac's Inc	22970	\$	213.94
Medora, City of	22971	\$	150.28
Menards Dickinson	22972	\$	1,789.90
Mesquite Valley Communications Inc	22973	\$	38,384.00
Metro-Billing Services	22974	\$	144.00
MGM Rural Sanitation LLC	22975	\$	357.83
Mid-American Research Chemical	22976	\$	283.73
Motorola Solutions	22977	\$	689.78
ND Association of Counties	22978	\$	89.00
ND Association of Counties	22979	\$	126.00
ND State Radio Communications	22980	\$	5,061.08
ND State Treasurer	22981	\$	481.27
NDACo Resources Group Inc	22982	\$	456.80
NDLTAP-UGPTI	22983	\$	125.00
Nelson International	22984	\$	4,748.39
Newby's Ace Hardware	22985	\$	2.51
Northwest Tire Inc	22986	\$	209.39
O'Reilly	22987	\$	42.96
PSS Innovations for Safety	22988	\$	3,097.93
Putnam Karen	22989	\$	51.31
Pyramid Communications	22990	\$	192.91
Quadient Leasing USA Inc	22991	\$	375.00
Quality Quick Print	22992	\$	1,273.60
Radisson Hotel - Bismarck	22993	\$	442.80
Ramkota Hotel	22994	\$	100.10

Red Rock Ford	22995	\$	133.46
RELX	22996	\$	233.40
Rodne, Dean	22997	\$	59.17
Runnings Supply Inc	22998	\$	857.60
Sanford Inpt Pharmacy	22999	\$	545.00
SBAND	23000	\$	300.00
Share Corporation	23001	\$	188.64
Southwest Multi-County Corrections Ctr	23002	\$	1,200.00
Southwest Water Authority	23003	\$	506.81
Southwestern Dist Health Unit	23004	\$	1,479.02
St Alexius Medical Center	23005	\$	550.31
Stark County Auditor	23006	\$	8,260.00
Stein's Inc	23007	\$	7,196.46
Syminow Rodney	23008	\$	69.65
Total Safety US Inc	23009	\$	3,439.72
Underground Vaults Inc	23010	\$	230.40
Uniform Center	23011	\$	3,880.94
United Facility Supplies	23012	\$	79.00
Verizon Wireless	23013	\$	2,563.46
Vogel Law Firm	23014	\$	4,841.00
West Dakota Oil Inc	23015	\$	45.00
West Plains Inc	23016	\$	54.18
Western Choice Cooperative	23017	\$	38,477.34
Westlie Crossroads Truck Center	23018	\$	2,075.05
CenturyLink	23019	\$	951.49
Information Technology Dept	23020	\$	1,353.75
Medora, City of	23021	\$	470.84
Reservation Telephone	23022	\$	40.00
Rodne, Dean	23023	\$	27.51
Roughrider Electric Coop Inc	23024	\$	3,501.02
RTC Networks	23025	\$	1,157.87
Verizon Wireless	23026	\$	55.52
Visa	23027	\$	3,291.59
Visa	23028	\$	2,551.24
Wex Health Inc	23029	\$	59.50
ND Public Employee Retirement Sy	23030	\$	9,515.00
NDFOP State Lodge Treasurer	23031	\$	54.00
North Dakota Public Health Ins Trust	23032	\$	82,981.69
State Dispersement Unit	23033	\$	1,077.00
Wex Health Inc	23034	\$	1,906.27
ND Public Employee Retirement Sy	23035	\$	46,804.06

The board approved the revenue vouchers for the month of May: Recorder \$3,190.00; Zoning \$100.00; Court \$75.00; EMS \$3,360.86; Sheriff \$1,000.00.

Revenues for materials and/or services rendered in May: Pat Redmond \$252.00 scoria; Larry Cymbaluk \$416.25 scoria & trucking. Weed Spraying – Eric Steiner \$83.27, Lindbo Welding \$31.98.

Revenues for the month of May: Road & Bridge permits \$4,290.59; Highway Distribution \$14,624.13; Oil & Gas Production Tax \$134,770.75; Royalties \$31,587.90; Unorganized Oil & Gas Production Tax \$8984.72; Interest \$12,250.89; State Aid Distribution \$28,737.69; EMS \$2,232.18; Vet Credit \$2,303.64; Homestead Credit \$666.39; NDACO WC Safety \$2,058.89, Premium Dividend \$10,865.68, HHS EMS Grant \$1,930.00

Payroll including longevity in the following amounts was approved for May: General Fund \$211,008.46; Road and Bridge Fund \$123,863.94; Weed Fund \$14,630.26.

With there being no further business, Rodne moved to adjourn the meeting at 2:09 pm. Klym seconded. All voted aye.

Lester Iverson, Chairman

Attest: _____

Marcia Lamb, Auditor/Treasurer

