

**BILLINGS COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING OCTOBER 3, 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: Auditor Marcia Kessel, States Attorney Patrick Weir, Deputy Auditor Jonna Bertelsen, Tax/Zoning Director Stacey Swanson, Sheriff Dean Wyckoff, Fire Chief Kyle Shockley, Maintenance Supervisor Travis Bertelsen, Ambulance Co-Directors Kyle Michels & Mitch Gilseth, Road Superintendent Patrick Redmond, Weed Superintendent Katie Dillman, Julie Reis, Riley Rohde, Andrew Krebs, Lawrence Bender, Travis Enders, Rose Krebs, Joe Fritz.

The Pledge of Allegiance was recited. A mistake in a doubled name was corrected for the September minutes. Klym moved to approve the meeting minutes of the September 5, 2023 regular commission meeting with the change. Rodne seconded. All voted aye.

Auditor Kessel requested to add a County Procurement Policy to the agenda and Steve Klym requested to give updates on the Correction Center and Fryburg school. Chairman Iverson added discussion of an employee violation of employment policy. Rodne moved to approve the agenda with the additions. Klym seconded. All voted aye.

Courthouse Maintenance Travis Bertelsen presented his report. The generator project will begin tomorrow. Berger Electric requested to shut all power down in courthouse one Friday in November to hook up the generator to the building. Travis will get with them to pick a date. Travis presented a quote for a new tool cat with a total price of \$68,000 with \$30,000 trade in for the bobcat. The commission agreed to purchase.

Weed Superintendent Katie Dillman gave her monthly report.

Ambulance Director Kyle Michels gave his monthly report. EMT class starting in October. They traded a quick response Suburban for a Dodge Durango. Discussed the EVOC training renewal. 25 people attended the conference in Medora.

Fire Chief/EM Kyle Shockley gave his monthly update. Tower was delivered and should be set by end of month. On October 20th, Paul Laney with Elevate will be in town to look at ideas for the emergency building.

Sheriff Dean Wyckoff gave his monthly report. The travel budget line item may go over due to a deer collision. On October 5th, he will be meeting with Golden Valley County and RNHSZ to discuss issues and strategize ways to improve. Rodne will attend the meeting. The radar trailer has helped with the speed issues in Fryburg and signs will be going up.

Riley Rohde was present from Northern Plains to give his monthly report.

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

Road Superintendent Pat Redmond was present to give his monthly report. Section lines were brought up to him again, if it's been surfaced and is regularly traveled, Iverson believes it should be maintained. If the section lines are snow covered in the winters, they will be putting up road closed signs. Landowners cannot close or do work on county section lines. Joe Fritz was present to discuss the 135th & 48th street safety project rounding out the corner. Fritz is asking that the county pay them \$20,000/acre that was offered for the bridge. If the county would reconsider the LMRC bridge project, he stated they would donate their property for the project.

States Attorney Patrick Weir gave his monthly report. A contract has been requested between Meridian and the County to build up a section line road on 37th and 132nd. Meridian will negotiate and pay for the easements, pay for the construction. Lawrence Bender, Attorney for Meridian, was present and discussed the 1.5 mile road. They will obtain easements and construct a gravel road this fall according to county specs. The county will not want it paved until construction at the refinery is completed. County will receive a surety bond for the entirety of project for assurance. The commission agreed to give Mr. Bender permission to work toward the easements for the 1.5 miles and to work on a contract with Mr. Weir for Chairman Iverson's signature. Klym moved to approve Meridian to obtain ROW for 37th and 132nd. Rodne seconded. All voted aye.

EMS billing reimbursement was discussed. Patients will be billed for EMS services provided. The personal payment for those services may be waived by the county for all patients who reside in the ambulance service area. Klym moved to allow the county to waive the personal payments for EMS services for residents of the service area. Rodne seconded. All voted aye.

Tax & Zoning Director Stacey Swanson was present to give her monthly report. 2 applications were reviewed.

1. ARW 2023-23 Pro Energy 28-142-98 23rd St SW

2. Pipeline 4456 (Temporary-Approved Administratively) ND Energy Services 1, 2, 11, 12, 13-144-98 6th St; 121st Ave; 7th St; 8th St

Klym moved to approve the ARW & Pipeline permits as presented. Rodne seconded. All voted aye.

Swanson updated the board regarding discussion about the amendment to short term rentals. The Pacific Avenue project will be discussed tonight at the city meeting.

The board discussed the NDACO JPA for 911 fee collection and distribution. Rodne moved to approve the NDACO JPA for 911 fee collection and distribution. Klym seconded. All voted aye.

Klym updated the board on the Southwest Multi County Correction Center and stated that the building needs updating.

The board reviewed the list for the surplus auction. Department Heads will need to have pictures to the Auditor's office by October 11th to get it published in the paper.

The county lunchtime payroll procedure was brought into discussion. The county employees are able to take a break for lunch without clocking out as long as county business is still being completed as necessary. A memo will be sent to employees after approval by the board.

The Sheriff's office received a grant and was informed they needed a formal procurement policy in place to accept the grant. Auditor Kessel presented a procurement policy for board approval contingent upon the States Attorneys review. Rodne moved to adopt the Federal Award Administration and Procurement Policy contingent upon States Attorney Weir's review. Klym seconded. All voted aye.

States Attorney Weir requested the HR council, Bryan Schmidt, look into an alleged violation of the county employment policy. Attorney Schmidt presented his summary, findings and options for discipline and he gave the board his recommendations. Mr. Gilseth read a prepared statement for the commission. After review of the report, Iverson recommended placing Gilseth on unpaid leave until the board can review further and get additional information. Rodne moved to place Gilseth on unpaid leave effective today until a report is reviewed by the attorneys. Iverson seconded. Rodne and Iverson voted aye. Klym voted nay.

The board recessed for lunch from 12:30 until 1:15pm.

The board opened the hearing for the 2024 budget. Auditor Kessel went through the budgets that were received after the preliminary budget meeting in September. Kessel then went through the full 2024 budget with the board. Rodne moved to approve the 2024 Billings County budget. Klym seconded. All voted aye. County resident Julie Reis questioned merit increases in the county and how they were decided. The board stated that they received requests for 2 merit increases that were approved in September.

The following claims were approved for payment:

Blue Cross Blue Shield of ND	23416	\$	4,264.00
ND Public Employee Retirement Sy	23417	\$	784.20
Advanced Business Methods Inc	23418	\$	381.05
All Around Tire & Oil	23419	\$	158.69
Aramark	23420	\$	551.06
Baranko Deanna	23421	\$	208.58
Belfield Automotive Supply Inc	23422	\$	1,281.39
Billings County Historical Soc	23423	\$	142.06
Billings County Rural Fire Dist	23424	\$	2,629.93
Billings County School Dist	23425	\$	1,660.83
Blue Sky Dumpsters	23426	\$	100.00
Boss Office Products	23427	\$	1,966.73
Bound Tree Medical LLC	23428	\$	1,671.53
Braun Distributing Inc	23429	\$	149.75
Brosz Engineering Inc	23430	\$	64,590.00
Butler Machinery Co	23431	\$	5,854.94
Capital One	23432	\$	309.93
Cerberus Security	23433	\$	30.00
Cerkoney Cathy	23434	\$	95.85
Collins Travis	23435	\$	109.00
Corneil Todd	23436	\$	50.00
Creative Energy	23437	\$	2,712.12
Dakota Insurance	23438	\$	400.00

Deere Credit Inc	23439	\$	4,750.00
Dickinson Public Library	23440	\$	4,677.04
Dickinson Ready-Mix Company	23441	\$	2,500.00
Dickinson Tire Inc	23442	\$	176.90
Ecolab Pest Elim Div	23443	\$	354.33
Electro Watchman Inc	23444	\$	518.70
ERE Trucking LLC	23445	\$	24,290.00
Farmers Union Oil Co - Beach	23446	\$	7,627.82
Forsgren Associates Inc	23447	\$	5,221.86
Gall's Inc	23448	\$	101.94
George's Tire LTD	23449	\$	8,068.00
Gooseneck Implement	23450	\$	1,094.92
GS Publishing	23451	\$	848.30
Hammerstrom Juliana	23452	\$	49.78
Hlebechuk Construction LLC	23453	\$	40,922.00
Hlebechuk Construction LLC	23454	\$	2,353.00
Idemia Identity & Security USA LLC	23455	\$	22,383.00
Interstate Power Systems Inc	23456	\$	8,050.45
J and J Operating LLC	23457	\$	107.88
James Oil Well Service Inc	23458	\$	2,582.50
Kasian, Connie	23459	\$	89.30
Kessel, Anita F	23460	\$	102.40
Krebs Machine & Repair	23461	\$	53.50
Kubik Bogner Ridl & Selinger PLLP	23462	\$	6,000.00
Linde Gas & Equipment Inc	23463	\$	162.40
Malley's Safety Supply Inc	23464	\$	62.77
Menards Dickinson	23465	\$	257.05
Mesquite Valley Communications	23466	\$	33,208.60
MGM Rural Sanitation LLC	23467	\$	360.73
Mid-American Research Chemical	23468	\$	604.00
Midas Auto Service Experts	23469	\$	104.99
Montana Fluid Solutions LLC	23470	\$	20,072.00
Motorola Solutions	23471	\$	912.22
Muckle Alan	23472	\$	109.00
ND Association of Counties	23473	\$	573.79
ND Association of Counties	23474	\$	124.17
ND Attorney General's Office	23475	\$	115.00
ND Dept of Transportation	23476	\$	5.00
ND Dept of Transportation	23477	\$	3,508.88
ND EMSA	23478	\$	4,005.00
ND State Treasurer	23479	\$	712.47
Newman Signs	23480	\$	1,900.86
Northern Improvement Co	23481	\$	305.00
Northwest Tire Inc	23482	\$	1,786.96
PGBA LLC	23483	\$	590.39
Project Pros LLC	23484	\$	4,556.00
Putnam Karen	23485	\$	50.00
Ramkota Hotel	23486	\$	441.00
RDO Equipment Co	23487	\$	1,043.83
Red Rock Ford	23488	\$	284.01
Rodne, Dean	23489	\$	86.03
Romanyshyn Trucking	23490	\$	32,550.00
Runnings Supply Inc	23491	\$	278.38
Sanford Health Occ Med	23492	\$	380.50
Sanford Inpt Pharmacy	23493	\$	425.00
Sign Solutions	23494	\$	2,693.76
Southwest Multi-County Correct Ctr	23495	\$	3,900.00
Southwestern Dist Health Unit	23496	\$	2,069.27
Swanson Stacey	23497	\$	282.60
Syminow Rodney	23498	\$	69.65
Talley Inc	23499	\$	980.34
TargetSolutions Learning LLC	23500	\$	10,889.60

Thyssen Krupp Elevator	23501	\$	603.95
Total Safety US Inc	23502	\$	22.00
Ulteig Engineer Inc	23503	\$	18,284.00
Vanguard Appraisals Inc	23504	\$	6,825.00
Verizon Wireless	23505	\$	2,600.36
Vogel Law Firm	23506	\$	9,244.50
Warne Chemical & Equipment Co	23507	\$	438.98
West Dakota Oil Inc	23508	\$	1,062.66
Western Choice Cooperative	23509	\$	29,676.60
Westlie Crossroads Truck Ctr	23510	\$	5,452.44
Winn Construction Inc	23511	\$	2,728.00
Wyckoff Dean	23512	\$	109.00
Belfield Automotive Supply Inc	23513	\$	1,229.94
RELX Inc	23514	\$	233.40
Southwest Water Authority	23515	\$	7,798.14
JPMorgan Chase Bank NA	23516	\$	3,604.51
CenturyLink	23517	\$	859.26
Information Technology Dept	23518	\$	1,418.40
Medora, City of	23519	\$	674.43
Reservation Telephone	23520	\$	40.00
Roughrider Electric Coop	23521	\$	3,516.45
RTC Networks	23522	\$	1,140.68
Verizon Wireless	23523	\$	55.52
Visa	23524	\$	74.99
Visa	23525	\$	418.15
Wex Health Inc.	23526	\$	56.00
Simons Ben & Tracie	23527	\$	3,000.00
Charles Schwab	23528	\$	1,395.15
ND Public Employee Retirement Sy	23529	\$	9,927.00
ND Public Employee Retirement Sy	23530	\$	47,017.35
NDFOP State Lodge Treasurer	23531	\$	54.00
ND Public Health Ins Trust	23532	\$	83,167.54
State Dispersement Unit	23533	\$	1,077.00
Wex Health Inc.	23534	\$	1,906.03

The board approved the revenue vouchers for the month of September: Recorder \$5,542.40; Zoning \$425.00; Court \$130.00; EMS \$21,290.21; Sheriff \$676.00.

Revenues for materials and/or services rendered in September: Ranchorama Rodeo Club \$850.00 EMS Standby; Ken Obrigewitch \$28.35 gravel; William Kessel \$371.25 scoria & trucking; Edwin Cerkoney \$141.75 gravel; Stephanie Klym \$113.40 gravel; LAND LLC \$2,600.00 EMS Standby; Beach Community Ambulance \$2,000.00 EMS Intercepts. Weed spraying: Tim Loh \$7.38, Leonard Kordonowy \$343.23, Devon Kessel \$359.16, Jerry Anheluk \$386.96, Marcia Lamb \$63.00, Allan Richard \$261.57.

Revenues for the month of September: Road & Bridge permits \$46,803.40; Highway Distribution \$14,670.06; Oil & Gas Production Tax \$401,368.62; Royalties \$416,749.88; Unorganized Oil & Gas Production Tax \$26,757.90; Interest \$12,837.75; State Aid Distribution \$38,738.38.

Payroll in the following amounts was approved for September: General Fund \$213,894.54; Road and Bridge Fund \$121,305.92; Weed Fund \$24,712.04.

Klym moved to adjourn 2:05 pm. Rodne seconded. All voted aye

Lester Iverson, Chairman

Attest: _____

Marcia Kessel, Auditor/Treasurer

**BILLINGS COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL MEETING OCTOBER 6, 2023.**

The meeting was called to order by Chairman Lester Iverson at 10:04 A.M. with Commissioners Dean Rodne and Steven Klym in attendance.

Others were present during portions of the meeting: Auditor Marcia Kessel, State's Attorney Patrick Weir, Deputy Auditor Jonna Bertelsen, Ambulance Co-Director Kyle Michels

Commissioner Klym moved to approve the special meeting agenda. Rodne seconded. All voted aye.

The purpose of the meeting is to consider an issue regarding an employee personnel matter. The board reviewed an agreement between EMS Co-Director Gilseth and the County. Klym moved to approve the agreement with the addition of Auditor's signature as attesting to the Chairman's signature. Rodne seconded. All voted aye.

Rodne moved to adjourn at 10:09pm. Klym seconded. All voted aye.

Lester Iverson, Chairman

Attest: _____
Marcia Kessel, Auditor/Treasurer