

Vendor	Claim #	Amount
4799 SCOTT CASSEL	67184	14,475.00
147 SCOTT'S TRACK 'N' WHEEL	67185	79.25
3910 SCOTTIE EXPRESS WASH INC	67186	150.84
4905 SCOTTIE MUSIC BOOSTERS	67187	47.25
262 SHELLEY BRYAN	67081	84.85
154 STATE BAR OF MONTANA	67188	120.00
2744 STATE OF MONTANA DEPT OF REVENUE	67082	7,909.74
3693 STOUGHIE'S BAR AND GRILL	67083	906.75
5043 SUSAN BILLMAYER	67189	188.40
162 SYSCO MONTANA INC	67084	12,499.08
163 T & R TRUCKING INC	67085	26,230.80
4282 TEAM EAGLE INC	67086	556.38
788 TERRY LIGHTHIZER	67087	342.20
3902 THE OUTPOST	67088	1,776.50
5028 THERESA OHL	67089	75.60
2996 THOMPSON & SONS	67190	3,253.64
41 TIRE-RAMA SERVICE CENTER	67090	271.70
	67191	526.35
1074 TOWER DISTRIBUTION COMPANY	67091	389.00
680 TOWN OF OPHEIM	67092	66.00
171 TRACTOR & EQUIPMENT CO	67192	1,224.03
172 TRI STATE TRUCK-EQUIP INC	67193	520.36
174 TRIPLE A GLASS INC	67194	343.81
4288 TRUENORTH STEEL	67093	7,500.00
4289 TULSAT	67094	3,321.70
	67195	1,007.50
2645 U.S. POSTAL SERVICE	67102	988.88
787 U.S. POSTAL SERVICE/PITNEY BOWES	67196	2,702.67
77 VALLEY BUILDERS SUPPLY	67197	54.98
473 VALLEY CO HEALTH DEPT	67198	40.00
614 VALLEY CO TRANSIT	67199	1,375.00
3247 VAXSERVE	67095	4,892.99
1087 VISA	67200	32.05
3023 VISA	67101	150.00
3559 VISA	67096	3,631.35
4061 VISA	67097	2,351.07
4652 VISA	67099	23.88
4050 VISA 9210	67098	2,793.11
876 WEST PAYMENT CENTER	67201	242.97
188 WESTERN DRUG INC	67202	858.55
4444 WESTERN STATES FIRE PROTECTION MISSOULA	67203	805.00
32 WEX BANK	67100	268.95
190 WILLS OFFICE WORLD/RADIO SHACK	67204	454.57
3081 YESKA MACHINE SHOP	67205	77.30
193 ZERBE BROS INC	67206	2,652.71
4697 ZUERCHER TECHNOLOGIES, LLC	67034	3,240.00
	Total:	1286,631.96

Payroll for the month of October was approved in the amount of \$414,752.51.

November 1, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Commissioner Tweten is accompanying Glen Meier, Valley County Sheriff, to Glendive today.

Scott Patera, NorthWestern Energy, stopped by to discuss the tax break that was afforded NorthWestern Energy. Mr. Patera states that they had been assessed 35% increase and settled for approximately 8-9%. Mr. Patera states that NorthWestern is the largest tax payer in the area. Mr. Patera states that they believe that they are going to be hit again next year with a large increase, and that they will have to deal with that at that time. Mr. Patera stated that they were just protesting the increase. Moving forward they are working with schools looking at legislation to make it so that the Counties will know earlier if there is a protest or negotiation of taxes. Mr. Patera said that NorthWestern Energy is searching for more energy for peaking hours.

Dave Pippin, Pioneer Museum, was in for a meeting with the Commissioners. Mr. Pippin brought in estimates for a security system at the Pioneer Museum, the new building, and the Quast House. Mr. Pippin's proposal is to have all three buildings tied together with the same security system. The Museum represents all of Valley County. The estimate for the alarm, installed is \$24,000.00 for fire and security in all three buildings. Interstate Insurance is currently charging \$329.00 to monitor one building. API will charge \$329.00 for all three buildings.

Commissioner Peterson asked if we have anyone else bidding on this.

Mr. Pippin stated that they do not have anyone else bidding. It is under the threshold. Mr. Pippin likes the fact that we can have local monitoring.

Mr. Pippin would like \$10,000.00 from the County to assist with the \$24,000.00 for the security system.

Mr. Pippin left the office.

Pursuant to the Call for Bids published in the BS Buzz, Tradeo, and Glasgow Online Garage Sale, at 10:00 a.m. Chairman Reinhardt opened sealed bids for the 1994 Oldsmobile station wagon. The bids were as follows:

Glenn's Automotive Repair and Towing	\$131.17
Linda Dingman	\$159.00

Commissioner Peterson made a motion to accept the bid of \$159.00 from Linda Dingman, Glasgow, Montana, to purchase the Airport's 1994 Oldsmobile Cutlass Cruiser. The motion was seconded by Chairman Reinhardt and it carried unanimously. Ms Dingman will be sent a letter stating that they can pick up the vehicle once the funds are successfully deposited by the Valley County Treasurer.

Lynne Nyquist, Valley County Clerk and Recorder, inquired about replacing the printer in the vault.

Doris Franzen came in requesting information about closed captioning on her television.

Commissioner Peterson left to attend the Two Rivers Board meeting.

Chairman Reinhardt left the office.

Commissioner Tweten returned from his trip to Glendive.

Chairman Reinhardt called concerning the Magruder Property. Bob Waller contacted Commissioner Reinhardt and advised him that they will have difficulties excavating the property because it is too close to the highway and will cause the highway to collapse. Of paramount interest is that Mr. Waller has discovered that the tanks are on the Highway Department's right-of-way. Mr. Waller is also looking into the Hinsdale Conoco cleanup project. Mr. Waller may be in Glasgow tomorrow to take a look at the Magruder property.

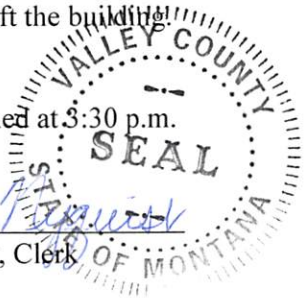
Commissioner Peterson left the office.

Commissioner Tweten contacted Dorothy Crandall concerning Workman's Compensation benefits for the Opheim Firefighters. Ms Crandall will see if the Firefighters are covered under their city policy. If they are not, Valley County would like to make sure they are covered by either putting them on the MACo policy, or by paying the fee to the city of Opheim's insurance company.

Commissioner Tweten left the building.

The meeting was adjourned at 3:30 p.m.

ATTEST: Lynne Nyquist
Lynne Nyquist, Clerk



ATTEST: Dave Reinhardt
Dave Reinhardt, Chairman

November 2, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Todd Young, Valley County Road Supervisor, stopped in concerning various roadways.

Tim Young, Food Services of America, came in concerning the paper bid for the Courthouse. Mr. Young needs a count of the number of paper dispensers, soap/sanitizer dispensers, and toilet paper dispensers. Joleen Cotton, Maintenance Supervisor, will get a count to Mr. Young by the end of business today. Mr. Young will then fax the information to his home office where they will crunch the numbers and get the contract back to Mr. Young. Mr. Young intends on having the contract to the Commissioners by 10:00 am, Wednesday, November 9, 2016 so that the contract can be signed and we can move ahead on this project.

Stan Ozark, KLTZ/Mix 93, joined the meeting.

Chairman Reinhardt began Discussion and Decision at 10:30 a.m.

There weren't any additions or deletions to the agenda.

No public comment was submitted.

There were not any employment/termination notices.

The first actionable item on the agenda was the partial Cancellation of Taxes for Gordon T. Huddleston Jr. due to an error made in the calculation.

A motion was made by Commissioner Peterson authorizing the Chairman to sign the Application for partial Cancellation of Taxes for Gordon T. Huddleston Jr. due to an error in calculation of the taxes. The motion was seconded by Commissioner Tweten and passed unanimously.

Commissioner Peterson left the office.

Discussion ensued concerning various subjects.

Terry Lighthizer stopped in to give the Commissioners the part number for the fire control panel.

Darcia Schindler, Valley County Landfill Secretary, stopped in to advise the Commissioners that the entire City Council of Brockton quit, and the District Attorney is working on voiding the Corporation. Due to the upheaval, the Refuse Board has decided to give Brockton a little more time to catch up on their billing.

Chairman Reinhardt left to attend a meeting with Bob Waller concerning the Magruder property.

The meeting was adjourned at 4:30 p.m.

ATTEST: Lynne Nyquist
Lynne Nyquist, Clerk



ATTEST: Dave Reinhardt
Dave Reinhardt, Chairman

November 3, 2016

Commissioner Peterson was in the office today.

Commissioner Tweten was in the office today.

Vicky Wetz, Council on Aging (COA) Supervisor, dropped off the minutes from the last Council on Aging meeting and advised that the next meeting will be on November 16th at 2:00pm.

November 3, 2016

Commissioner Peterson and Commissioner Tweten were in the office this morning.

November 7, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten present.

René Clampitt, Planner/911/GIS Supervisor, was in to discuss the need for training so that someone besides her is able to respond to a shutdown of the computers located upstairs in jail. She thinks that we need to look seriously at replacing the 6 year old security computer upstairs.

Glen Meier, Valley County Sheriff, was in to follow up on response to letter in Courier from last week. Other issues were discussed and he was asked for input on purchasing a time clock.

Christina Hillman, Justice of the Peace, was in to discuss mileage expenses. She wondered why she was not paid full mileage for a recent official trip to Helena. Further, she wondered why Christine Gamas, her assistant, was not given full mileage for use of private vehicle when Ms Gamas had received permission from Ms Hillman to receive that mileage. Ms Hillman further expressed concern about consistency in that she did receive full mileage when she was at workshop in Helena this past April.

Commissioners said that the ARM section that Ms Hillman presented to support her concerns was for state employees and not necessarily for county or city personnel. Discussion then followed that perhaps Ms Hillman should get full mileage in that she is an elected official. (She referenced Mt Operation Manual Policy from Dept of Admin about mileage reimbursement rates. Jan 2015)

It appears, without further research, that elected officials may be eligible to receive full mileage for mileage while using private vehicle. Commissioner Reinhardt will contact MACO to follow up on this matter.


Amos Erickson was in looking for information concerning a matter that is not in the scope of Valley County's responsibility.

Joleen Cotton, Maintenance Supervisor, was in taking temperature readings trying to find out why the heat system does not always work in the Commissioner's Office.

Joleen Cotton, Maintenance Supervisor, was in for her weekly maintenance report. Ms Cotton recently worked with Dale's Plumbing and got a valve which appears to have helped with the heat malfunction in the Commissioners office. Otis Elevator will be here today to work on the elevator. Triple A Glass is not sure why the recently ordered windows for the Clerk & Recorder's office have not arrived but they are checking. Possible installation will be next week if all goes well. The flag pole will be painted today and ready for installation. We are still working on getting a rig to help pull the old pole and install the new one. Ms Cotton wondered what we want to do about sealing the concrete pad by the annex. Several other smaller items were discussed. Reinhardt and Terry Lighthizer continue to look for a part to replace the malfunctioning part of the fire alarm system.

The Commissioners left the office in preparation for the election officers to use office for ballot preparation.

The meeting was adjourned at 1:50 p.m.

ATTEST: 
Lynne Nyquist, Clerk

ATTEST: 
Dave Reinhardt, Chairman

November 8, 2016

Election Day and the offices were closed.

November 9, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten present.

René Clampitt, Planner/911/GIS Supervisor, brought a plat she needed addressed and signed during Discussion and Decision today.

The Commissioners left the office to attend a department head meeting. Just seven department heads were in attendance at the meeting. The Commissioners urged the department heads to be more timely with their time sheets and they reviewed mileage allowed for use of private vehicles. The recent audit report was also mentioned. A warning was given to folks using the elevator that the floor of elevator takes some extra time to settle to same level as the fixed floor of the courthouse. Thanks was given to the effort made to keep inventory up to date.

Nancy Hamilton, Safety Coordinator, was in to discuss her possibly moving to Sheridan County. This is a very preliminary idea but she wanted some Commissioner reaction. Commissioner Peterson told her that when the counties decided to go together to have a safety coordinator, the agreement was that the position would be stationed in the county in which the coordinator lived. Ms Hamilton can keep her job whether she lives in Glasgow or moves to Medicine Lake.

Darcia Schindler from the landfill was in wondering about paperwork for the tree shredder from the 1033 program. The Landfill Commission would like to sell the machine but needs to do the proper paperwork. There was also discussion about use of the 1033 motor patrol and wondering if it will always be available for landfill use. Chairman Reinhardt said that Sheriff Meier, the head of 1033 program, is fine with land fill using the machine but he would like to continue to be listed as the owner.

Chairman Reinhardt began Discussion and Decision at 10:30 a.m.

There were no addition or deletions to the agenda.

There was no public comment.

There were no employment decisions needed.

The Sand Farm Subdivision was moved for acceptance by Commissioner Peterson, second by Commissioner Tweten, and passed unanimously.

The paper contract with Food Services of America has not been received from Tim Young so no action was taken.

Christina Hillman was in to further discuss whether her administrative assistant, Christine Gamas, should receive full mileage rate. Ms Gamas attended the same conference in Helena as Ms Hillman but Ms Gamas also had personal business in other parts of the state. Ms Hillman gave the Commissioners a copy of MCA 2-18-503, with specific highlight of part (b). Ms Hillman feels that it was to advantage to the County for Ms Gamas to take her own vehicle and due to that Ms Hillman signed a specific exemption that allowed full mileage. Ms Hillman feels that the county is not being consistent as to whom gets what mileage rate.

The Commissioners stated that county policy says that full mileage is only given if a county vehicle is not available. It was found that some elected officials can receive full mileage, as per MCA, for using privately owned vehicles no matter if a county vehicle is available or not. The Commissioners also stated that only the Commissioners can sign exemptions for non-elected employees of the County. The Commissioners said that they feel they are consistent by applying same policy to all employees across the County. They also pointed out that Ms Gamas had brought this matter to the Commissioners before she went to the training and was told that she would not qualify full mileage if she took her own vehicle.

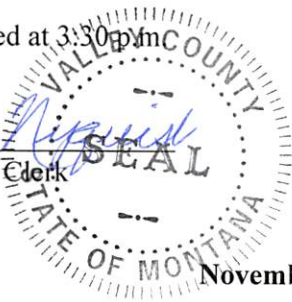
Commissioner Peterson left the office at noon. There were no other visitors or items of business during the afternoon.

374 VALLEY COUNTY COMMISSIONERS' JOURNAL NO. 33

The meeting was adjourned at 3:30 p.m.

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman

November 10, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Acting Chairman Bruce H. Peterson, and member Paul Tweten present.

Commissioner Peterson attended a meeting with the Transit Committee in the afternoon.

Joleen Cotton, Maintenance Supervisor, was in to tell the office that her visit with Northwestern Energy consultants went well and she found out that the new lights installed at the airport before June 1, 2016, are still eligible for rebates. Ms Cotton toured the County buildings with the consultants and gained knowledge as to the most efficient and sufficient lights and also which rebates were available for the lights. Ms Cotton said she will have the Council on Aging paid volunteer worker over to help her inventory lights so she can proceed with a light energy savings/rebate plan.

Ms Cotton said that AAA Glass will come to install the new windows in the Clerk and Recorder's Office on Friday, November 11. This is a holiday so there will be minimal disturbance and AAA said they can do the installation in a single day.

Sheriff Glenn Meier said that he has had conversation with owners of the Toavs Building concerning the parking of county vehicles in the parking lot across from the Detention Center door. He pointed out that the settlement with Toavs, which allowed construction of the Detention Center to go forward, allows the county to use the parking lot. Sheriff Meier said it was agreed that during snow season the county will not park any vehicles in the lot, but that will change during warm seasons when it is of real benefit for the County to be able to park a law enforcement vehicle in that lot. That verbal agreement seems to be satisfactory.

Commissioner Tweten was in 11:00 AM and left at noon for the day.

There was a phone call from Bob Waller with Environmental Resource Management Inc. to visit about the Magruder site. He feels that we should leave it alone but continue with monitoring. There are other sites in town which need remediation and it should be known that the Magruder site really does not have sufficient data to demand that a \$500,000 effort should be put into clean up. The Department of Transportation, (DOT) is worried about a suggested remedy that involves excavation very close to Highway 24 and there is good potential of serious damage to the highway. Mr. Waller said that DOT has not given Right-of-way permission yet for the Department of Environmental Quality (DEQ) to proceed with excavation. Mr. Waller said that a DEQ representative will be in town Monday to see the site. Mr. Waller will also be in town on Monday and will contact the Commissioners as to when and where there can be a meeting.

The meeting was adjourned at 2:30 p.m.

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman

November 11, 2016

Veterans Day and the Courthouse was closed.

November 14, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Glen Meier, Valley County Sheriff, stopped in to discuss various items.

Todd Young, Valley County Road Supervisor, stopped by to discuss various roads in Valley County.

Brian Austin, Valley County Refuse District Supervisor, stopped in concerning selling the tree grinder for the Refuse District.

Lynne Nyquist, Valley County Clerk and Recorder, stopped by concerning counting provisional ballots this afternoon. Also discussed was making Valley County into three precincts instead of eight.

Joleen Cotton, Maintenance Supervisor, came in for her weekly meeting. Items of discussion were the filters for the Detention Center, the pending Food Services of America contract, and preparation of the Courthouse lawn for the winter. Ms Cotton stated that she is doing a deep cleaning on the Detention Center before changing out the air filters.

Commissioner Tweten stated that maybe the filters could be changed since they are due for changing on a quarterly basis.

Ms Cotton will take care of them tomorrow. The flagpole for in front of the Courthouse has been painted and Ms Cotton plans on putting another coat on it before raising it. Ms Cotton will contact Tim Young concerning the contract that he has drafted for the paper products in the Courthouse. The lawn will be mowed and prepared today as there is snow in the forecast for later this week. Ms Cotton contacted Hi Tech electric to remove the fire panel downstairs so that it can be sent out for repair.

Alan Bunk came in to see if Nashua can purchase some gravel from Valley County. Commissioner Tweten advised that Valley County is short on gravel due to the failing of the ten mill, and that the County doesn't have any gravel to sell.


Glen Meier, Valley County Sheriff, and Rick Seiler, Valley County DES Coordinator, stopped by with the original paperwork for the tree grinder at the Refuse Department. The Refuse Department wants to know if the tree grinder can be sold. Due to the funding of the tree grinder, there is question as to whether or not it can be sold. Per Glen Meier, Valley County Sheriff, the policy is that the tree grinder needs to be put into government surplus so it can be reissued to someone who needs it. Trade in of the tree grinder is not an option. Valley County has to wait to get permission from the State on how to proceed. Rick Seiler, Valley County DES Coordinator, stated that the policy we have followed is returning the equipment to the program so that someone can benefit from the tree grinder.

The Commissioners left the office to assist with counting provisional ballots.

Tasha Morehouse-Mix stopped by to discuss fair board issues.

The meeting was adjourned at 2:30 p.m.

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


Dave Reinhardt, Chairman

November 15, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Commissioner Tweten is attending an emergency preparedness seminar.

Vicky Wetz, Council on Aging (COA) Supervisor, stopped in concerning various issues.

Commissioner Peterson left the office to attend a Valley County Mental Health Local Advisory Council meeting.

Commissioner Peterson returned to the office.

Tim Young, Food Services of America, came by to pick up the credit application for paper products.

Commissioner Tweten returned to the office.

Vern Buerkle, Valley County Undersheriff stopped by concerning US Army Corps of Engineers (Corps) property near Fort Peck, Montana.

Ken Miller of Northern Border in Omaha called Commissioner Peterson as follow up to Mr. Miller's visit with Joe French, a local Border employee, about the end of a communication tower lease between Border and the Corps of Engineer for a site in McCone County on Tower Hill which is just across the Fort Peck Dam Spillway. Northern Border is going to drop their lease at that site and Mr. Miller wondered if Valley County would be interested in taking the lease, and the accompanying building, equipment, and small tower. Commissioner Peterson said the County is interested and there was discussion about the correspondence necessary to make this happen. The initial reaction from the Corps was that they see no problem with merely transferring the lease but there are permissions to be gathered and hoops to be manipulated.

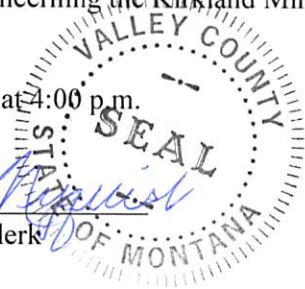
Colleen Forester, the head of the Valley County Mental Health Local Advisory Council, stopped by to discuss various Essential Service Area Authority (ESAA) concerns.

Cam Shipp, Valley County Sanitarian, came by to pick up a copy of the Department of Environmental Quality (DEQ) statement concerning the Kirkland Minor Subdivision Lot 3A.

The meeting was adjourned at 4:00 p.m.

ATTEST:


Lynne Nyquist, Clerk



ATTEST:


Dave Reinhardt, Chairman

November 16, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Acting Chairman Bruce H. Peterson, member Paul Tweten, and Recording Secretary Ruth Dowell present.

Commissioner Peterson attended the Valley County Safety meeting.

Commissioner Tweten took the Courthouse Fire Panel to FedEx so it can be sent to Buy Fire Alarm Parts in Davie Florida in the hopes that the fire panel can be repaired instead of having to replace the fire alarm system in it's entirety.

Acting Chairman Peterson began Discussion and Decision at 10:30 a.m.

Added to the agenda was Resolution No. 30-2016, establishing procedure for federal grant funds.

The Pioneer Museum fire panel was removed from the agenda at the request of David Pippin.

No public comment was submitted.

The first actionable item was employment/termination notices.

A motion was made by Commissioner Tweten authorizing the Acting Chairman to execute a Notice of Employment for Daria Brenna as a permanent, full-time Detention Officer effective October 31, 2016 at \$14.72 per hour. The motion was seconded by Commissioner Peterson and passed unanimously.

The next item on the agenda was to accept the audit responses for FY 2015-16.

A motion was made by Commissioner Tweten to accept the FY 2015-16 Audit Response, seconded by Commissioner Peterson and the motion passed unanimously.

Response to FY 2016 Audit Findings for Valley County

SECTION I - SUMMARY OF AUDITOR'S RESULTS

SECTION II - FINANCIAL STATEMENT FINDINGS

2016-001. CAPITAL ASSETS

Criteria: The preparation of detailed property records aids in the accounting for property disposals, substantiates insurance claims for lost or damaged items and provides controls to safeguard the assets.

Condition: Detail capital asset subsidiary records are not available to support the general ledger control accounts.

Cause: Unknown.

Effect: Qualified audit opinion and noncompliance with the Uniform Guidance.

Recommendation: Because of the length of time since the last inventory and the fact that it was not correct, the county should contract with a third-party to perform a complete physical count of county owned-assets. The inventory should be used to update the equipment capital asset subsidiary records and adjust and correct the equipment capital asset control accounts. Additionally, the county should continue their efforts in developing a complete list of land, buildings and improvements.. The information should include date of purchase, historical cost and useful life. If historical cost is not available, an estimated historical cost should be developed.

Mr. Olness suggested establishing a new policy for capitalization of fixed assets. He proposed having equipment and machinery at \$10,000.00.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following correction action plan.

Name of Contact Person: Commissioner Bruce Peterson

Corrective Action: The County will pass resolution to increase valuation for capitalization of fixed assets. Progress has been made and effort will continue to finalize accurate and complete lists of assets during FY 17. Department heads will continue to be advised of the need for diligence in correctly reporting relevant asset purchases and property disposals. County will work with Black Mountain Software to establish a Capital Asset Subsidiary Record and an Equipment Capital Asset Control Account.

Proposed Completion Date: Resolution by December 1, 2016. Finalized lists and Black Mountain records by June 30, 2017.

Resolution No.28-2016 will establish a policy for capitalization of fixed assets for Valley County.

2016-002. AUDITOR PREPARED FINANCIAL STATEMENTS

Criteria: As part of its internal control structure, it is the government's responsibility to prepare its financial statements and schedule of federal awards (SEFA) in accordance with generally accepted accounting principles (GAAP).

Condition: The government does not have the expertise to prepare or evaluate the selection and application of accounting principles and resulting disclosures and presentations within the auditor prepared financial statements and SEFA.

Cause: The government is a small organization with limited resources.

Effect: It is common for a small organization to rely on the audit firm to prepare the financial statements and SEFA; however, an audit firm cannot be considered part of the government's internal control by professional standards currently in effect. Since some presentations and disclosures may be material to the financial statements and SEFA, this weakness in internal control would be classified as material.

Recommendation: While it may not be cost effective to do so, we recommend the government consider hiring a qualified person to evaluate the auditor prepared financial statements and SEFA.

Valley County Response: Valley County Government agrees with this finding and will continue to adhere to the following action plan.

Name of Contact Person: Commissioner Bruce Peterson

Corrective Action: Valley County government is a small entity and there are not enough resources to comply with this finding. The County will continue to hire Olness and Associates to be the audit firm that prepares financial statements and SEFA. Valley County continues to read, monitor, edit and approve drafts prepared by Olness.

Proposed Completion Date: Continually in effect.

2016-003. OTHER POST-EMPLOYMENT BENEFIT LIABILITY NOT RECORDED

Criteria: U.S. generally accepted accounting principles require the OPEB liability and related expense be recorded in the financial statements.

Condition: The government did not record the other post-employment benefit (OPEB) liability and related expense (GASB Statement No. 45) in the financial statements.

Cause: The government did not engage an actuarial firm to assist in determining the OPEB liability and related expense as of and for the year ended June 30, 2016.

Effect: The governmental activities, business-type activities and proprietary funds' liabilities are understated, net position is overstated and expenses are understated.

Recommendation: The government should engage an actuarial firm to determine the OPEB liability and related expense.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following correction action plan.

Name of Contact Person: Commissioner Bruce Peterson

Corrective Action: Over past years Valley County has taken position that amount of cost, and questionable worth to Valley County of the compilation of data, does not warrant the expenditure. Cost and benefit were discussed after the receiving audit report and there will be no change to previous decision on this matter.

Proposed Completion Date: Continually in effect.

2016-004. SEGREGATION OF DUTIES

Criteria: Duties should be segregated to provide reasonable assurance that transactions are handled appropriately.

Condition: There is a lack of segregation of duties among personnel.

Effect: Transactions could be mishandled.

Cause: There are a limited number of personnel for certain functions.

Recommendation: The duties should be separated as much as possible, and alternative controls should be used to compensate for lack of separation. The governing board should provide some of these controls.

Mr. Olness said that this is a small organization and it would be difficult to segregate duties. He gave an example that in the Health Department, we have one person who bills, collects, and writes off accounts. To segregate, bills could be sent to the Treasurer's office to receive, write-offs could go to the Commissioners, or Quick Books could be used as there would not be any way to delete an entry.

Lynne Nyquist, Valley County Clerk and Recorder, has instituted some checks and balances.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following action plan.

Name of Contact Person: Commissioner Bruce Peterson

Corrective Action: Valley County has implemented all previous Olness and Associate suggestions to address this finding. The size of Valley County government limits the ability to achieve complete desegregation. County will continue to monitor and discuss with department heads.

Proposed Completion Date: Continually in effect.

2016-005. JUSTICE OF THE PEACE TIME PAY ACCOUNTING

Criteria: The Montana Supreme Court Administrator's Office Full Court Accounting Responsibility & Compliance Guidelines that have been adopted by the Courts of Limited Jurisdiction Automation Committee outlines court personnel accounting responsibilities. The guidelines require court personnel to develop and maintain a system of internal controls to safeguard court resources, check the accuracy of clerical entries, promote operational efficiency, and encourage adherence to prescribed accounting procedures. Effective internal control over time pay accounts requires a reconciliation of the monthly time pay activity to the beginning and ending time pay balances to be prepared to determine that all transactions have been recorded properly and to discover errors and irregularities. Further, a formal time pay reconciliation is a useful tool in evaluating and monitoring outstanding time pay balances.

Condition: The Justice of the Peace office does not perform a monthly time pay account reconciliation.

Cause: Unknown.

Effect: Not reconciling the time pay accounts on a monthly basis means that errors or other problems might not be recognized and resolved on a timely basis.

Recommendation: The Justice of the Peace office should prepare a formal reconciliation of time pay activity to the beginning and ending time pay balances on a monthly basis. Once completed, the reconciliation should be reviewed and approved by the Justice of the Peace.

Commissioner Peterson advised that Valley County is scheduled for new software coming in the spring and that the Justice Department is very positive and excited about the new software.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following correction action plan.

Name of Contact Person: Justice Christina Hillman

Corrective Action: This is a repeat finding and after several attempts to change the software program at state level there has been announcement that the state will have a new program installed before the end of FY 17. Valley County Justice of Peace supports the new program and believes that the new software will address and correct the problem.

Proposed Completion Date: 30 June 2017

2016-006. COUNTY FAIR

Criteria: Since cash is so readily subject to error and mishandling, effective control of checks, currency, and other cash items should begin at the time of receipt and continue through deposit.

Condition: We noted that the fair does not have formal, documented accounting policies and procedures.

Cause: Unknown.

Effect: Lack of accounting procedures for the overall fair operations exposes the government to risk of loss or theft.

Recommendation: We recommend the accounting policies and procedures and overall operation of the fair be reviewed and updated to strengthen internal control over the fair operations.

Mr. Olness said that the documentation for the fair is improving.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following correction action plan.

Name of Contact Person: Fair Commission Member Tasha Mix

Corrective Action: Fair Commission continues to implement suggestions from Olness and Associates. Written procedures are scheduled to be finalized and presented to County Commissioners before the next fair.

Proposed Completion Date: 30 June 2017

2016-007. REQUIRED SUPPLEMENTARY INFORMATION

Criteria: Accounting principles generally accepted in the United States of America require the management's discussion and analysis to be presented to supplement the basic financial statements.

Condition: Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements.

Cause: Unknown.

Effect: Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Recommendation: The County should develop a management's discussion and analysis as required by accounting principles generally accepted in the United States.

Mr. Olness said this could be a good budgeting tool.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following correction action plan.

Name of Contact Person: Commissioner Bruce Peterson

Corrective Action: Each year the Valley County is presented with this finding. After recent discussion Valley County again chooses to not do formal written management's discussion and analysis for FY 16. Budget matters are subject to continual discussion and analysis throughout each year, both formal and informally.

Proposed Completion Date: Continually in effect.

2016-008. LANDFILL SCRAPER NOT BID

Criteria: Section 7-5-2301, MCA, specifies a contract for any purchase in excess of \$80,000 may not be entered into by a County governing body without first publishing a notice calling for bids.

Condition: The landfill department purchased a used scraper for a total price of \$204,000 without going through the formal bid process.

Cause: Unknown

Effect: Noncompliance with state procurement statutes.

Recommendation: A contract for any purchase in excess of \$80,000 should be formally advertised for bid in accordance with Section 7-5-2301, MCA.

Mr. Olness stated that we should advertise for bids, but if there is only one possible vendor, that should be stated in detail in the minutes.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following correction action plan. Valley County was presented with unusual opportunity to get a very good used scraper at a bargain price but only if decision was quickly made, a time table that did not give time to do proper advertising. County did not properly document rationale for not advertising.

Name of Contact Person: Commissioner Bruce Peterson

Corrective Action: Valley County will follow MCA 7-5-2301. If an exemption situation were to arise, as allowed by 7-5-2304, , the county will fully document the circumstance(s) that led to use of 7-5-2304.

Proposed Completion Date: In effect as of this FY 16 response to audit.

2016-009. AIRPORT IMPROVEMENT PROGRAM, CFDA No. 20.106, GRANT No. DOT-FA15NM-2066

Criteria: §200.305 of 2 CFR Part 200 (the Uniform Guidance) requires non-Federal entities other than states, to establish payment methods that minimize the time elapsing between the transfer of funds from the United States Treasury or the pass-through entity and the disbursement by the non-Federal entity whether the payment is made by electronic funds transfer, or issuance or redemption of checks, warrants, or payment by other means. Advance payments to a non-Federal entity must be limited to the minimum amounts needed and be timed to be in accordance with the actual, immediate cash requirements of the non-Federal entity in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual

disbursements by the non-Federal entity for direct program or project costs. The non-Federal entity must make timely payment to contractors in accordance with the contract provisions. Additionally, §200.303 requires the county to establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award.

Condition: The county does not have written procedures that will allow it to consistently comply the Federal cash management requirements. For example, FAA reimbursement #1 was received 1/08/2016 and disbursements were not made until 1/25/2016. FAA reimbursement #3 was received 3/03/2016 and disbursements were not made until 3/23/2016.

Context: Of the eight FAA reimbursements received and tested for compliance, two, or twenty-five percent, were not in compliance with the cash management requirements to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the county.

Cause: Once the draw requests were submitted to the FAA, the airport secretary did not follow up with the clerk and recorder's office to ensure timely processing of the claims and disbursement of the funds.

Effect: Non-compliance with federal cash management requirements.

Questioned Costs: None.

Identification of Repeat Findings: This finding is not a repeat finding.

Recommendation: The county should develop and implement written procedures regarding its federal cash management activities. Costs for which reimbursements are requested should be paid prior to the date of the reimbursement request.

Mr. Olness said that we have only three days from receiving Federal money to have it paid out. Example: Request the money on Thursday, receive the money on Monday, and have it paid out by the following Thursday. We need to coordinate between ordering the money and paying the bills. Put a process in place effective immediately.

Valley County Response: Valley County Government agrees with this finding and will adhere to the following correction action plan.

Name of Contact Person: Commissioner Bruce Peterson

Corrective Action: Valley County will discuss with all pertinent county employees and will adopt the following accounting procedure.

All Valley County department heads that request and receive federal grant funds must coordinate with Clerk & Recorder to make certain that any federal grant funds received are disbursed within three days of their receipt by Valley Count Treasurer. In addition, department heads will request federal grant costs be paid from county funds prior to the date of a reimbursement request to a federal grant agency.

Proposed Completion Date: In effect as of this FY 16 response to audit.

Resolution No.30-2016 will establish a procedure for federal grant funds for Valley County.

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

U.S DEPARTMENT OF TRANSPORTATION:

2016-010. AIRPORT IMPROVEMENT PROGRAM, CFDA NO. 20.106, GRANT PERIOD - YEAR ENDED JUNE 30, 2016

County Response- Finding 2016-001 applies to this federal award program.

2016-011. AIRPORT IMPROVEMENT PROGRAM, CFDA NO. 20.106, GRANT PERIOD - YEAR ENDED JUNE 30, 2016

County Response- Finding 2016-002 applies to this federal award program.

2016-012. AIRPORT IMPROVEMENT PROGRAM, CFDA NO. 20.106, GRANT PERIOD - YEAR ENDED JUNE 30, 2016

County Response- Finding 2016-004 applies to this federal award program.

2016-013. AIRPORT IMPROVEMENT PROGRAM, CFDA NO. 20.106, GRANT PERIOD - YEAR ENDED JUNE 30, 2016

County Response- Finding 2016-009 applies to this federal award program.

The final item on the agenda was Resolution No, 30-2016, establishing procedure for federal grant funds.

A motion was made by Commissioner Tweten to execute the following Resolution, seconded by Commissioner Peterson and passed unanimously:

RESOLUTION NO. 30-2016

ESTABLISHING PROCEDURE FOR FEDERAL GRANT FUNDS

WHEREAS, The State Auditor, in finding 2016-009 of the 2016 audit recommended improvement on the turnaround time for spending federal grant funds earmarked for Valley County.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby require all Valley County department heads who request and receive federal grant funds must coordinate with the Clerk & Recorder to make certain that any federal grant funds are disbursed within three days of their receipt by the Valley County Treasurer. Department heads will request federal grant costs be paid from county funds prior to the date of a reimbursement request to federal grant money.

DATED this 16th day of November, 2016



ATTEST: Lynne Nyquist, Clerk

BOARD OF COUNTY COMMISSIONERS VALLEY COUNTY MONTANA

Dave Reinhardt, Chairman

Paul Tweten, Member

Bruce H. Peterson, Member

Vicky Wetz, Council on Aging (COA) Supervisor, came in to state that they were very pleased that Rose Ann Scoville donated \$1,000 to the Council on Aging.

Dan Carney, Fire Marshall, came in with questions on insurance.

René Clampitt, Planner/911/GIS Supervisor, came in concerning the 911 Board.

The meeting was adjourned at 4:00 p.m.

ATTEST: Lynne Nyquist, Clerk

ATTEST: Dave Reinhardt, Chairman

November 17, 2016

Commissioner Peterson was in the office this morning.

Commissioner Tweten and Dave Pippen attended the Action for Eastern Montana via phone.

Commissioner-elect, Commissioner Fahlgren, stopped by to learn more about his future position.

Vicky Wetz, Council on Aging (COA) Supervisor, came in to discuss the Holiday party. Ms Wetz also commented that there were thirty people that attended the estate planning class at the Senior Center last night.

Nick Delaney from NorVal Electric stopped by concerning the flagpole.

Albert Fehler from the Ophem Cemetery District came in to advise that he is the new check writer for the district.

November 18, 2016

Commissioner Tweten was in the office this afternoon.

Commissioner-elect, John Fahlgren, was in the office this afternoon.

November 21, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Joleen Cotton, Maintenance Supervisor, stopped in to inform the Commissioners that the extra tables that have been stacked in the back of the courtroom will be taken to the airport for their use.

Connie Boreson, Valley County Health Department Supervisor, stopped in concerning the CARE meeting this morning. She also discussed emergency procedure ideas that surfaced from the meeting that she went to in Havre last week.

Nancy Hamilton, Safety Coordinator, checked in with the Commissioners.

Virgil Vaupel was in stating that there is a bridge needed across Beaver Creek. Mr. Vaupel stated that it would take approximately forty minutes to access an ambulance if there was a need.

Commissioner Peterson stated there is another way into the area, and a lot of people in the Valley County are forty minutes from an ambulance.

Commissioner Tweten stated that a TSEP grant was applied for and it will pay for half of the price of the bridge.

Commissioner Peterson suggested that the County portion would be approximately \$450,000. It all comes down to where the best place is to use the money.

Commissioner Peterson left to attend the CARE Coalition meeting.

Joleen Cotton, Maintenance Supervisor, stopped in to say there were six chairs that were scrapped from the Courtroom due to ill repair, Ms Cotton also took some excess tables from the Courtroom up to the airport. Dale Plumbing and Heating will be running the gas line for the new range in the Detention Center next week. Ms Cotton will move the cabinet and cut the counter top so that the new range will fit. Ms Cotton will be out of the office on Wednesday of next week.

Lynne Nyquist, Valley County Clerk and Recorder, stopped in to discuss election details.

Bob Waller dropped off paperwork for the Montana Petroleum Tank Release Compensation Board Designation of Representative for the Commissioners to sign to authorize direct payment for work being done at Mike's Muffler.

Dorothy Crandal, from Opheim called to advise the Commissioners that the cost for firefighter workman's comp would be \$104.16 through their current insurance company.

Commissioner Tweten wanted to know if that price will cover the firefighters when they work out of the Town of Opheim. Ms Crandal will look into it and call back once she knows.

Joleen Cotton, Maintenance Supervisor, brought in her tall Christmas tree for the County to borrow this year for the center of the lobby.

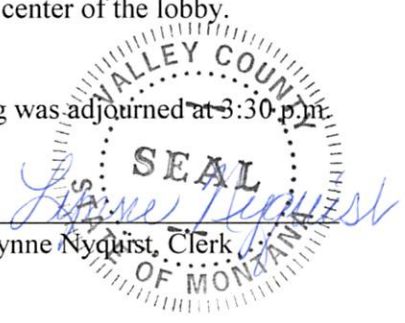
The meeting was adjourned at 3:30 p.m.

ATTEST:

Lynne Nyquist, Clerk

ATTEST:

Dave Reinhardt, Chairman



November 22, 2016

384 VALLEY COUNTY COMMISSIONERS' JOURNAL NO. 33

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Connie Boreson, Valley County Health Department Supervisor, stopped in to get a copy of the MACo Insurance Certificate of Coverage.

Bob Waller dropped by to pick up the Designation of Representative for the Montana Petroleum Tank Release Compensation Board.

Commissioner Peterson left the office to attend an Essential Service Area Authority (ESAA) meeting followed by an Eastern Montana Community Mental Health Center (EMCMHC) meeting.

Dylan Jensen, Valley County Attorney, stopped in concerning the surcharges from the Victim's Witness Fund. Previously the funds had been sent to the Women's Resource Center. Attorney Jensen states that the funds should be sent to the Victim Witness Advocate Specialist starting December 1, 2016.

Commissioner-elect John Fahlgren stopped by to talk with the Commissioners.

NorVal Electric stopped by today to remove and replace the flag pole in front of the Courthouse. Kendal Vaughn, Valley County Road Department put together a pulley rigging for the ropes to raise and lower the flag.

Glen Meier, Valley County Sheriff, came in and mentioned that the Sheriff's Department is in need of a new vehicle, so it was put out for bids. The Ford Expedition seems to be working out for the Department. Sheriff Meier stated that the in car cameras aren't working well. Stone Garden is paying for one camera at \$5,000, the remaining five cameras will cost \$25,000. Sheriff Meier is requesting that the remaining \$25,000 be paid out of Local Option Tax.

A motion was made by Commissioner Tweten authorizing the Chairman to pay \$25,000 out of Local Option Tax for the in car cameras for the Sheriff's Department and also to start the process for purchasing a new vehicle. The motion was seconded by Chairman Reinhardt and passed unanimously.

Darcia Schindler, Valley County Refuse stopped by concerning the sale of two scrapers for the landfill. Ms Schindler would like to reach out further than just Glasgow to advertise the scrapers.

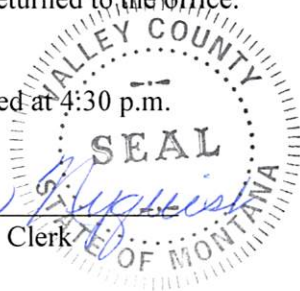
Chairman Reinhardt stated that it is a good idea to broaden the area and suggested that advertising in Billings, Montana and Williston North Dakota should be sufficient.

Commissioner Peterson returned to the office.

The meeting was adjourned at 4:30 p.m.

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman

November 23, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

An anonymous caller called to discuss displeasure at the condition of the Farmer's Market property. The caller states that there is a bunch of junk in the back including junked cars, a backhoe, and tree limbs. Commissioner Tweten stated that they will look into the situation.

Bonnie Bell stopped by to report on the project she is doing for Valley County. Ms Bell has been researching taxable properties from Milk River north. Ms Bell has found 181 incidents of taxable property not being reported, with the majority of the unreported property being grain bins. Ms Bell stated that some of the bins are not being reported on the correct GEO codes.

Chairman Reinhardt began Discussion and Decision at 10:30 a.m.

Jerry Arnold, Fairboard member, and Dane Osen, Glasgow Courier, were in attendance.

There were no additions/deletions to the agenda.

No public comment was submitted.

The first actionable item on the agenda was employment/termination notices.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Employment for Thomas Joseph Boyer as a permanent Detention Officer for the Sheriff's Office beginning November 18, 2016, at \$13.62 per hour. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Accounting Change for Julie McGuinness as a permanent Deputy Treasurer for the Treasurer's Office at \$16.85 per hour, beginning November 28, 2016, at \$16.85 per hour, (80% of the Deputy). The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Accounting Change for Taylor J. Trang as a permanent Clerk I for the Treasurer's Office beginning November 28, 2016, at \$14.46 per hour. The motion was seconded by Commissioner Tweten and passed unanimously.

The final item on the agenda was the request from the Pioneer Museum for \$5,000 to assist in purchasing a security and fire alarm for all of the buildings at the Museum including the Quast house. This would include cameras, recorders, and hook up to a monitoring security company. The total cost of the security system is \$24,000.

A motion was made by Commissioner Tweten authorizing the Chairman to authorize \$5,000 out of Local Option Tax toward the purchase of the security and fire alarm system for the Pioneer Museum. The motion was seconded by Commissioner Peterson and passed unanimously.

Commissioner Peterson mentioned that he has concern that the Pioneer has three budgets and per the total budget, the County is expecting \$50,000 toward the Pioneer Museum budget from the Friends of the Museum. Commissioner Peterson is wondering if we are having trouble getting the Friends of the Pioneer Museum to pay \$5,000 toward the security system, how are we going to get them to pay \$50,000 toward the budget.

Mr. Arnold stated that the barn is done at the Fairgrounds, the carnival contract from Dreamland Carnival is in the mail for next summer. This is the same carnival that has previously been at the Wolf Point Stampede. There will be at least fifteen rides as well as games available. Mr. Arnold questioned a new pricing arrangement for the rodeo. He is proposing that the Fair takes the normal share of the Calcutta, 10% of the gate, 10% of the beer garden, and 10% of tickets. That way the rodeo would be guaranteed a profit, and the rodeo would take the risk.

The Commissioners were in agreement that Mr. Arnold has a good idea for fundraising from the rodeo.

Mr. Arnold and Mr. Osen left the office.

Lynne Nyquist, Valley County Clerk and Recorder, stopped in the Commissioner's office to gain their assistance in completing the canvassing for the election.

A motion was made by Commissioner Peterson authorizing the Chairman to advertise two 1973 CAT 627B scrapers for sale from the Refuse Department. The motion was seconded by Chairman Reinhardt and passed unanimously.

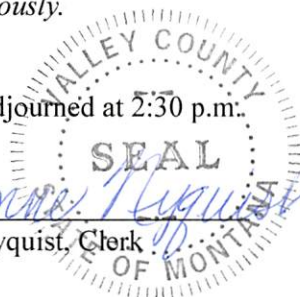
The meeting was adjourned at 2:30 p.m.

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk

ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman



November 24, 2016

The Courthouse was closed for the Thanksgiving Holiday.

November 25, 2016

Commissioner Peterson was in the office this morning.

November 28, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Steve Davis with Granite Door in Billings called concerning springs that were ordered for the restroom doors in the Courthouse.

Shelley Romo, Pioneer Museum, called requesting information on the Holiday party for Valley County.

Glen Meier, Valley County Sheriff, discussed various subjects related to County business.

Dave Pippin, Pioneer Museum, reported that the parade of lights went very well. There were horses, Veterans, and people dressed as ducks.

Joleen Cotton, Maintenance Supervisor, reported that she has been working with Dale Plumbing and Heating taking care of the new gas line for the oven at the Detention Center. Ms Cotton will be working building a new counter top to avoid having to cut down and refit the existing cabinetry. Also discussed was the installation of the flags on the new flag pole. We now have a Missing in Action flag that will be raised with the U.S. flag and the State of Montana flag.

Wayne Stahl discussed term limits and various other topics with the Commissioners.

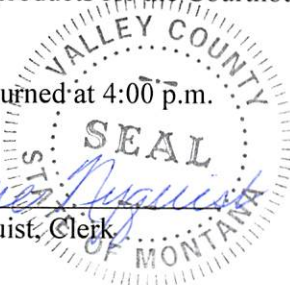
John Bach and Troy Kelsey from Interstate Engineering stopped by concerning a scoping letter concerning the airport. Western Emulsion talked of regrinding the millings.

Tim Young, Food Services of America, stopped by requesting additional information for the credit application for paper products for the Courthouse.

The meeting was adjourned at 4:00 p.m.

ATTEST:

Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt, Chairman

November 29, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, member Paul Tweten, and Recording Secretary Ruth Dowell present.

Stone Tihista, Valley County Weed and Mosquito, informed the Commissioner's that she reduced her phone calling plan and will increase it again in the summer.

Dan Taylor stopped by to discuss various issues.

Carol Ann Walton, Clerk and Recorder's Office, came in to discuss retirement planning.

Connie Boreson, Valley County Health Department Supervisor, came in for her scheduled meeting.

Discussion covered the Health Department participating in a legislative committee representing the Association of Montana Public Health Officials.

Also, Judy LaPan, Richland County Director has an Retired Senior Volunteer Program (RSVP) and would like Valley County to umbrella under the program with them. Ms Boreson wanted to reassure the Commissioners that this program would not take any money out of Valley County. The program director of RSVP, Jessica Davies will be here on December 15th, 2016 at 10:00 am to present the program to the Commissioners. Afterwards, there will be a soup luncheon at noon that potential partners, such as the school, hospital, LEPC, and the Veterans will be invited to attend.

Finally, Ms Boreson would like to start a Preventative Oral Health Program in Valley County. There is grant money available for the program. Ms Boreson stated that none of the three dentists in Glasgow take

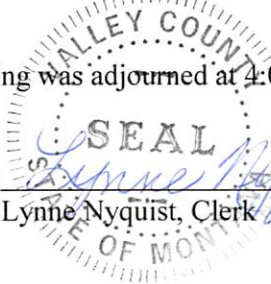
Medicaid, and two of the three dentists do not take children under 4 years of age so there is a need for referral care in Valley County. The grant allows for up to \$20,000 per year for two years with a 40% in-kind match from Valley County. The deadline for the grant application is December 9, 2016. It is a competitive grant, so there is no guarantee that Valley County will get the grant, but Ms Boreson would like the permission to go ahead with pursuing the grant.

Marvin Pankratz stopped to get information concerning some property at St. Marie.

Joleen Cotton, Maintenance Supervisor, advised the Commissioner's that the heat pump for the boiler in the Courthouse will cost approximately \$1,200.00.

The meeting was adjourned at 4:00 p.m.

ATTEST:

 *Lynne Nyquist*
Lynne Nyquist, Clerk

ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman

November 30, 2016

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, members Bruce H. Peterson and Paul Tweten, and Recording Secretary Ruth Dowell present.

Glen Meier, Valley County Sheriff, stopped in to discuss various County business.

Rick Seiler, Valley County DES Coordinator, discussed a variety of issues.

Jerry Arnold, Valley County Fair Board was pleased to announce that Cape Air wants to make a \$2,500 donation to the Valley County Fair in 2017.

Chairman Reinhardt began Discussion and Decision at 10:30 a.m.

There was not any additions or deletions to the agenda, no public comment was submitted, and there wasn't any employment or termination notices.

The first actionable item on the agenda was Resolution 31-2016.

A motion was made by Commissioner Peterson to execute the following Resolution, seconded by Commissioner Tweten and passed unanimously:

RESOLUTION NO. 31-2016

A RESOLUTION DIRECTING CERTAIN SURCHARGES COLLECTED BY THE VALLEY COUNTY JUSTICE COURT AND VALLEY COUNTY DISTRICT COURT TO BE PAID TO THE GLASGOW POLICE DEPARTMENT VICTIM WITNESS ADVOCATE FUND

WHEREAS, The Valley County Justice Court and the Valley County District Court collects surcharges in criminal cases pursuant to Montana Code Annotated (MCA), Sec. 48-18-236; and,

WHEREAS, certain of those surcharges collected pursuant to MCA, Sec. 46-18-236 (1) (c) may be used to pay expenses of a victim and witness advocate program that is operated by a county, city, or town, pursuant to MCA, Sec. 46-18-236 (7); and,

WHEREAS, the City of Glasgow Police Department operates its Victim/Witness Advocate Program which provides the services specified in MCA, Title 40, Chapter 15 and Title 46, Chapter 24, thereby qualifying the Department for payment of the expenses of its victim and advocate program.

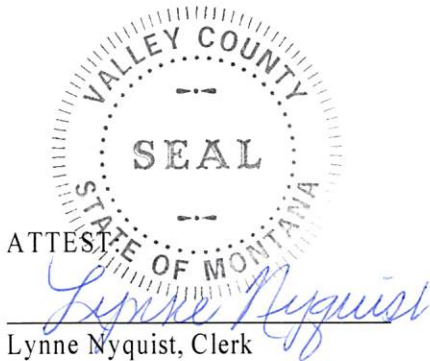
NOW THEREFORE, BE IT RESOLVED by the Valley County Commissioners of Glasgow, Montana, as follows:

1. Effective December 01, 2016, surcharges collected by the Valley County Justice Court and Valley County District Court and deposited with the City of Glasgow Clerk Treasurer pursuant to MCA, Secs, 48-18-236 (1) (a) and 48-18-236 (7) (a) shall be transferred to Fund 2812 for payment of expenses of the City of Glasgow Police Department's Victim/Witness Advocate program.

388 VALLEY COUNTY COMMISSIONERS' JOURNAL NO. 33

2. The City of Glasgow Clerk-Treasurer is authorized and directed to make the necessary entries into the books and records of the City of Glasgow Police Department's Victim/Witness Advocate Program for this purpose.

DATED this 30th day of November, 2016



BOARD OF COUNTY COMMISSIONERS
VALLEY COUNTY, MONTANA

Dave Reinhardt

Dave Reinhardt, Chairman

Paul Tweten

Paul Tweten, Member

Bruce H. Peterson

Bruce H. Peterson, Member

The next item on the agenda was the request from Connie Boreson, Valley County Health Department Supervisor, to pursue a Preventative Oral Health Program grant.

A motion was made by Commissioner Tweten authorizing the Chairman support the application for a Preventative Oral Health Program grant for the Valley County Health Department. The motion was seconded by Commissioner Peterson and passed with two affirmative and one dissenting from Chairman Reinhardt.

The cancellation of taxes for Bait and Switch was next on the agenda.

A motion was made by Commissioner Peterson authorizing the Chairman to sign the Application for Cancellation of Taxes for Bait and Switch LLC due to an error in calculation of the taxes. The motion was seconded by Commissioner Tweten and passed unanimously.

The final item on the agenda was discussion of American Steward, discussion ensued concerning whether the County wanted to join American Steward. It was decided that the County would not apply for membership at this time.

Steve Lawrence requested information on how to get a petitioned road closed.

Claims for the month of November were approved as follows;

Vendor	Claim #	Amount
2820 ADAPCO, INC	67249	2,724.14
3479 ALFRED SCHMITT	67296	150.00
2853 ALL SEASON HOME CENTER	67297	125.27
184 AMERICAN WELDING & GAS INC	67298	83.62
3296 AMPHO	67241	469.00
558 ARCH'S TIRE & SERVICE	67299	778.00
3772 AVAILITY LLC	67397	79.00
3726 AVIS NEEDHAM	67210	125.43
3069 BETH FLYNN	67211	132.83
3927 BETTY COTE	67212	125.43
75 BIG VALLEY WATER	67300	40.00
504 BOB BARKER CO INC	67301	544.49
4427 BS CENTRAL INC	67302	60.00
1662 CAROL GAULT	67213	114.58
182 CARQUEST AUTO PARTS	67303	1,120.76
495 CENTURY CONSTRUCTION CO INC	67208	84,131.86
4761 CENTURY LINK ACCT 85598259	67242	169.80
3839 CHAPPELL'S AUTOMOTIVE INC	67304	1,520.81
4814 CHRISTINA HILLMAN	67243	509.20
3326 CHRISTINE GAMAS	67244	321.96
	67305	53.73
4723 CITYSERVICEVALCON	67306	35,593.14
4993 CLEARY BUILDING CORP	67308	15,281.00
1095 COCA-COLA BOTTLING CO	67307	7.00
3680 CONNIE KAWASAKI	67309	150.00
36 COTTONWOOD INN	67310	47.30
3217 CREATIVE INFORMATION SYSTEMS	67311	3,960.00
225 D & G SPORTS & WESTERN	67312	979.35
39 DALE PLUMBING & HEATING INC	67313	4,179.81
40 DAN OLSON DBA	67314	160.00

Vendor	Claim #	Amount
4748 DARLENE FOSSUM	67214	82.18
212 DATA IMAGING SYSTEMS	67395	47.80
4223 DAVID REXHAUSEN	67315	150.00
1629 DAWSON COUNTY	67245	22.50
3930 DEANNA FAST	67215	82.18
2837 DEB BAILEY	67216	155.64
4573 DIAGNOSTIC PEST SOLUTIONS	67316	137.50
3931 DIANE PETERSON	67217	183.43
723 DONNA KLOKER	67218	125.43
4903 DOWL	67317	1,945.00
3075 DXP ENTERPRISES	67246	861.25
2724 ECOLAB	67318	84.95
1425 ELAINE UNRAU	67219	211.78
801 ELECTION SYSTEMS & SOFTWARE INC	67319	4,175.63
176 ELLA TWETEN	67247	26.00
634 ENVIRONMENTAL RESOURCE MANAGEMENT INC	67320	3,678.85
744 EUGENE'S PIZZA	67322	433.90
812 EZZIE'S WHOLESALE INC	67248	21,642.65
2757 FARM EQUIPMENT SALES	67323	1,880.24
54 FOOD SERVICES OF AMERICA - BILLINGS	67250	952.32
59 FRANCES MAHON DEACONESS HOSPITAL	67324	20,852.26
206 FRANCES MAHON DEACONESS HOSPITAL	67321	2,182.92
311 GAFFANEYS TOTAL OFFICE SOURCE INC	67325	2,196.21
2841 GEORGE DAVIDSON	67220	63.65
66 GLASGOW AUTO SAFETY CENTER	67326	643.00
1630 GLASGOW CHAMBER OF COMMERCE	67327	300.00
71 GLASGOW COURIER INC	67328	1,145.00
762 GLAXOSMITHKLINE PHARMACEUTICALS	67251	835.18
4299 GLOBALSTAR USA	67252	101.38
280 GORDON BELL MD	67253	1,500.00
4985 GWEN WINDERL	67221	121.10
5047 HANSON LUMBER	67329	3,000.00
392 HI LINE FORD INC	67331	1,017.53
3301 HOME CARE SERVICES	67332	528.00
3896 INDUSTRIAL COMMUNICATIONS & ELECTRONICS	67333	474.00
153 IRENE STANDING	67334	150.00
3576 J & M DISTRIBUTING	67335	143.93
4935 JACKIE DOWELL	67254	1,589.25
1851 JEAN CARLSON	67222	177.28
15 JIM BAILEY	67336	150.00
574 JIMISON JANITORIAL & CARPET CLEANING LLC	67255	1,328.10
	67330	5,027.90
1953 JOYCE ENGLISH	67337	32.40
4986 JUDY BOYUM	67223	86.50
4430 JUDY JONES	67224	125.43
2836 JULIE REDDIG	67225	82.18
3936 KATHLEEN MAKICH	67226	183.43
2954 KIM ENKERUD	67227	101.20
95 KREISERS INC	67398	127.50
3152 KRESS WELDING & FABRICATION INC	67256	1,100.00
	67338	260.00
246 LEANNE FONTAINE	67339	24.75
96 LILA KULCZYK	67340	150.00
3070 LINDA ARNOLD	67228	82.18
4749 LINDA NOVAK	67229	86.50
4987 LINDA SUNBY	67230	125.43
4725 LUCAS LOCKE	67257	58.00
3938 LYNETTE NELSON	67231	164.28
3133 MAPPING & PLANNING SPECIALISTS, INC	67359	2,320.00
4584 MARJ MARKLE	67396	30.00
101 MARKLE'S INC	67341	1,803.16
5044 MARLA JACKSON	67232	151.30
5045 MARLENE WILLIAMS	67233	86.50
3072 MARTHA ADKINS	67234	140.50
2934 MARY NYQUIST	67235	132.83
5046 MARY SUE JACKSON	67236	86.50
2475 MATTFELDT ELECTRIC	67342	1,187.00
4756 MICHAEL BAIN	67353	7,240.00
104 MID-AMERICAN RESEARCH CHEMICAL CORP	67262	97.76
3557 MILLER OIL CO	67260	67.50
3042 MOGAN'S SPRINKLERS	67343	125.00
3536 MONTANA EXTENSION ASSOC OF FAMILY & C	67258	140.00
2762 MONTANA ASSOC OF EXTENSION 4-H AGENTS	67344	180.00
540 MONTANA ASSOCIATION OF COUNTIES/MACO	67259	158.10
969 MONTANA COUNTY ATTORNEYS ASSOCIATION	67270	205.00
113 MONTANA DAKOTA UTILITIES	67261	2,663.13
640 MONTANA DEPT OF PUBLIC HEALTH & HUMAN SE	67263	115.00
874 MONTANA FOOD BANK NETWORK INC	67345	207.41
1335 MONTANA MOSQUITO & VECTOR CONTROL ASSOC	67346	40.00

390 VALLEY COUNTY COMMISSIONERS' JOURNAL NO. 33


Vendor	Claim #	Amount
3821 MONTANA MUTUAL AID	67264	597.50
428 MORRISON MAIERLE CORP	67347	3,692.15
2858 MSU BOOKSTORE	67349	50.55
2522 MSU DEPT ANIMAL & RANGE SCIENCES	67348	18.00
239 MSU EXTENSION SERVICE	67350	4,746.82
5048 MSU PRINTING SERVICES	67351	64.80
3640 MUNICIPAL EMERGENCY SERVICES	67265	2,095.01
2750 NAEIR	67352	54.00
3144 NANCY GALLAHER	67354	23.76
200 NANCY HAMILTON	67237	121.10
2601 NATIONAL SHERIFFS ASSOCIATION	67355	58.00
1042 NE MT STAT AMBULANCE	67357	525.02
183 NEMONT TELEPHONE COOPERATIVE, INC	67266	5,435.29
3429 NORMA LEE	67238	121.10
4744 NORMAN STEPHENSON	67360	150.00
5016 NORTH HINSDALE HEALTH CLINIC	67268	2,095.20
121 NORTHERN MONTANA TEXTILES SERVICES	67358	37.02
115 NORTHWESTERN ENERGY	67267	1,318.50
	67356	7,629.74
120 NORVAL ELECTRIC CO-OP INC	67269	1,705.13
3596 OLNES & ASSOCIATES PC CPA'S	67271	1,155.00
3287 OLSON LAND SURVEYING	67362	175.00
4792 OREILLY AUTOMOTIVE INC	67361	143.18
4248 PARK GROVE BAR & CAFE	67272	288.00
3087 PAT NEULEIB	67363	20.52
129 PETTY CASH	67364	597.03
4551 PFIZER INC	67399	4,787.25
2768 PRIORITY COMMUNICATIONS	67365	247.00
135 PRO CO-OP	67366	177.59
257 OBS SAFEGUARD	67273	1,270.24
201 QUILL CORPORATION	67274	475.49
2620 RDO EQUIPMENT TRUST #80-5800	67367	2,219.24
2789 RENE CLAMPITT	67293	41.00
76 REYNOLDS	67368	763.22
471 RICHARD SEILER	67295	59.00
251 RICK MOLVIG	67369	150.00
1207 ROBERTA BOUCHER	67239	114.58
5049 ROSEBUD TREASURER COUNTY EXTENSION	67370	25.00
3056 ROUBIE YOUNKIN	67275	37.37
4818 S & S WELDING SUPPLY LLC	67371	229.10
4490 SANDY SWENSON	67240	101.20
219 SANOFI PASTEUR INC	67276	981.04
	67400	1,064.18
3910 SCOTTIE EXPRESS WASH INC	67372	335.58
4559 SHOPKO PHARMACY	67373	65.97
4908 SILHA FUNERAL HOME	67374	250.00
2744 STATE OF MONTANA DEPT OF REVENUE	67209	849.82
2548 STATE TREASURER	67277	2,500.00
3693 STOUGHIE'S BAR AND GRILL	67278	887.25
162 SYSCO MONTANA INC	67279	11,596.31
	67375	878.98
163 T & R TRUCKING INC	67284	27,372.10
788 TERRY LIGHTHIZER	67376	162.71
291 THE CHEMNET CONSORTIUM	67377	105.00
3902 THE OUTPOST	67280	1,909.50
5028 THERESA OHL	67378	75.60
2996 THOMPSON & SONS	67379	1,275.96
41 TIRE-RAMA SERVICE CENTER	67380	547.35
3673 TISA SEILER	67281	20.22
3643 TODD YOUNG	67294	41.00
1074 TOWER DISTRIBUTION COMPANY	67282	389.00
357 TOWN & COUNTRY FURNITURE	67381	100.00
680 TOWN OF OPHEIM	67283	33.00
171 TRACTOR & EQUIPMENT CO	67382	4.95
174 TRIPLE A GLASS INC	67383	252.55
787 U.S. POSTAL SERVICE/PITNEY BOWES	67385	904.36
627 UNCLE MILT'S BODY SHOP	67384	3,823.48
4561 VALLEY CO AIRPORT COMMISSION	67386	33.58
614 VALLEY CO TRANSIT	67387	1,690.00
617 VALLEY CO TREASURER	67388	12,500.05
3247 VAXSERVE	67285	7,986.47
1087 VISA	67389	1,432.72
3023 VISA	67288	224.47
3559 VISA	67286	750.43
4061 VISA	67287	4,776.07
4652 VISA	67289	29.00
4050 VISA 9210	67290	1,418.57
4547 VISA 7644	67291	37.65
803 WARNE CHEMICAL & EQUIP CO	67390	62.70
187 WEST PAYMENT CENTER	67391	242.97

VALLEY COUNTY COMMISSIONERS' JOURNAL NO. 34 **391**

Vendor	Claim #	Amount
32 WEX BANK	67292	444.37
190 WILLS OFFICE WORLD/RADIO SHACK	67392	467.41
4909 ZANE TOLLEFSON	67393	150.00
193 ZERBE BROS INC	67394	159.83
Total:		386,556.80

Payroll for the month of November was approved in the amount of \$398,668.78.

The meeting was adjourned at 2:30 p.m.

ATTEST: 
 Lynne Nyquist, Clerk

ATTEST: 
 Dave Reinhardt, Chairman

