

Vendor	Claim #	Amount
3559 VISA	66907	261.66
4061 VISA	66908	1,161.87
4652 VISA	66909	23.98
4050 VISA 9210	66910	3,788.52
803 WARNE CHEMICAL & EQUIP CO	67019	63.20
187 WEST PAYMENT CENTER	67020	242.97
188 WESTERN DRUG INC	66911	141.11
32 WEX BANK	66912	23.38
190 WILLS OFFICE WORLD/RADIO SHACK	67021	298.28
3081 YESKA MACHINE SHOP	66915	256.46
193 ZERBE BROS INC	67022	7,341.15
	Total:	340,900.79

Payroll for the month of September was approved in the amount of \$393,396.69.

October 3, 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.

Lynne Nyquist, Valley County Clerk and Recorder, stopped in to get various information for the audit.

Lucas Locke, Airport Manager, came in to discuss the paperwork on the Fuel Farm, and to drop off paperwork for signatures. Mr. Locke also requested a county vehicle to use as a courtesy car at the airport, allowing that if the vehicle is needed elsewhere, he would be willing to return it.

The Commissioners discussed the use of the County vehicle as a courtesy vehicle for the airport and approved having the vehicle at the airport.

Mr. Locke would like to repurpose the flagpole that is being removed from the Courthouse and use it at the airport. Mr. Locke would also like to extend the probationary period an additional three months for his employee John Manfrieda.

A motion was made by Commissioner Peterson authorizing the Chairman to authorize an additional three month probationary period for John Manfrieda. The motion was seconded by Commissioner Peterson and it unanimously passed.

Rick Seiler, Valley County DES Coordinator, stopped by to drop off paperwork for the auditors.

Todd Young, Valley County Road Supervisor, dropped off information for the auditors. It is raining, so the road department is working on getting signs put up and weed eating around bridges.

Gary Barnett was in to comment on his dissatisfaction with the condition of Skylark Road.

Candis France came in concerning water in her yard. When it rains all the water collects in her yard and then her drain field doesn't work.

Glen Meier, Valley County Sheriff, came in to discuss various issues.

Connie Boreson, Valley County Health Department Supervisor, stopped to get signatures for the family planning contract between Dawson County and Valley County for nursing services at the Health Department.

Lynne Nyquist, Valley County Clerk and Recorder, was in several times requesting information for the audit.

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

ATTEST: 
Lynne Nyquist, Clerk



ATTEST: 
Dave Reinhardt, Chairman

October 4, 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.

Chairman Reinhardt and Commissioner Tweten are attending the meet and greet with Senator Daines at Farm Equipment Sales this morning.

Clint Wynne, CEO, Action for Eastern Montana, called stating that they need approximately four people to help unload the commodities truck in Nashua on October 11, 2016. The main contact person, Steve Dowell had shoulder surgery and is not available to help unload. There is also a printer at the Senior Center in Nashua that needs connected. Commissioner Tweten advised Mr. Wynne that he could probably hook up the printer himself and that he would find people to assist with unloading the commodities.

Nancy Fox called concerning Cherry Creek Road. Ms Fox states that the water is not running in the trench that was created and it is making a small lake behind it. Commissioner Tweten told Ms Fox that

he would go out and look at the issue this morning. Commissioner Tweten will also contact Todd Young, Valley County Road Supervisor

Mark Bengocia came in to discuss various topics with the Commissioners.

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

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk

ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman

October 5, 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.

Jim Muskovitch from MACo was in to visit with Joleen Cotton, Maintenance Supervisor, and the Commissioners about safety procedures at the Detention Center.

Commissioners Bruce Peterson and Paul Tweten attended a meeting about MONTANAVEBA HEALTH REIMBURSEMENT ACCOUNTS this morning.

Dan Taylor stopped by concerning his retirement through Valley County. There is a change coming up in January, 2017.

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

There were no additions or deletions to the agenda, and no public comment was submitted.

Chairman Reinhardt's granddaughter, Constance Toav attended the meeting.

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 Accounting Change for Joseph J. Tihlarik, as a Deputy Sheriff, on September 4, 2016, with funding coming from 1000-18-420100 for one year. The motion was seconded by Commissioner Tweten and passed unanimously.

Next on the agenda was right-of-way #698 for the Assiniboine and Sioux Rural Water System.

A motion was made by Commissioner Tweten authorizing the Chairman to execute an Application and Permit to Use Right-of-Way No. 698 between Valley County and the Assiniboine and Sioux Rural Water System to install approximately 20 miles of pipeline near Frazer. The motion was seconded by Commissioner Peterson and it unanimously passed. The said Document, No.159113, was filed in the office of the Clerk and Recorder on October 5, 2016.

The relocation of common boundary for the Wesen's was next on the agenda.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Relocation of Common Boundary Application for Michel J. and Tara Wesen located in SW4, Section 7, T28N, R39E. The motion was seconded by Commissioner Tweten and it unanimously passed. The said Document, No.159186, was filed in the office of the Clerk and Recorder on October 18, 2016.

The final item on the agenda was the Valley County Transit Drug and Alcohol Policy.

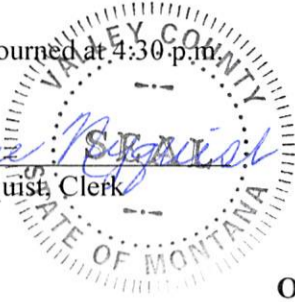
A motion was made by Commissioner Tweten authorizing the Chairman to sign the Valley County Transit Drug and Alcohol Policy. The motion was seconded by Commissioner Peterson and it unanimously passed.

Rick Seiler, Valley County DES Coordinator, called to advise that Milk River is expected to rise to 30.3 feet instead of the previous projection of 29.9. Mr. Seiler would like to know if the Commissioners will write a letter to the Corp of Engineers requesting a crisafulli style pump from the Corp of Engineers to pump the water from Glasgow over the dike.

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

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman

October 6, 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.

Peggy Aakre stopped by concerning her parking area on Court Street. There is a County vehicle that has been parked there for approximately two weeks. Upon discussion with Chairman Reinhardt and Commissioner Tweten, it was brought up that when the County created the parking lot during the construction of the Detention Center, it was with the agreement that the County could continue to park there. Ms Aakre states that she has no problem with the County parking there, but is concerned that the County may use it as an overflow for automobiles that are not being moved.

Joleen Cotton, Maintenance Supervisor, stopped in to let the Commissioners know that there is a pressure valve needed for the elevator at the Courthouse that will cost approximately \$17,900.00.

Olness and Associates audit meeting:

Ernie Olness, from Olness and Associates, Lynne Nyquist, Valley County Clerk and Recorder, and Brenda Anderson, Valley County Treasurer, joined the meeting.

Mr. Olness said it was a good year as far as the audit went.

FY 2015-16 AUDIT EXIT MEETING

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.

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.

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.

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.

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.

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.

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.

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.

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.

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

Finding 2016-001 applies to this federal award program. This is a repeat finding from the prior year audit and was identified as finding 2015-001.

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

Finding 2016-002 applies to this federal award program. This is a repeat finding from the prior year audit and was identified as finding 2015-002.

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

Finding 2016-004 applies to this federal award program. This is a repeat finding from the prior year audit and was identified as finding 2015-004.

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

Finding 2016-009 applies to this federal award program.

Mr. Olness wanted to add a couple more comments concerning payroll and time sheets. By the time the timesheets get to the Clerk and Recorders office, if they are not correct, it results in the Clerk and Recorders office having to babysit the payroll process. Some of the timesheets don't add up, aren't signed, or aren't getting in to the office in time. The Clerk and Recorders are spending time calling to verify timesheets. Department Heads are responsible for checking the timesheets. The Clerk and Recorders office should just be inputting the information received from the Department Heads.

Discussion continued concerning several departments that are habitually late with getting the timesheets in. It is putting undue pressure on the Clerk and Recorders office. Timesheets should be in by Friday for those working a typical week, and by Monday at 8am for those departments that have employees that work on the weekend.

The possibility of time keeping systems to track employee hours was brought up. The question arose as to what this would cost to implement a time tracking system, how you would deal with logging on early or logging out late, as well as logistics.

The meeting was wrapped up with conversation about Capital Assets. Mr. Olness stated that if our insurance company comes in to see what the County has it is helpful in keeping track of assets and helps avoid paying insurance premiums on inventory that the County no longer owns.

Chairman Reinhardt stated that the audit looks better than it has in the last 6-8 years.

The meeting adjourned and Mr. Olness, Ms Nyquist and Ms Anderson left the office.

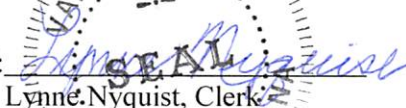
Vern Buerkle, Valley County Undersheriff, stopped in to let the Commissioners know that there are four brand new tires for a Ford Explorer that the Sheriff's office has been storing. Since the Sheriff's office no longer has any Explorers, they will continue to store them until they are needed for one of the County vehicles.

Tisa Seiler and Teresa Ohl stopped in concerning the nursing contract for the Health Department.

Gary Funk came in to say thank you for the work that was done on Frazer Road. He was also wondering if the Road Department wants to parcel out the gravel that he was allowed several years ago. Commissioner Peterson allowed that Mr. Funk should be able to continue picking up the gravel as he needs per the arrangement. Commissioner Peterson advised that he will speak with Rick Seiler, Valley County DES Coordinator, and Commissioner Tweten to verify, but to continue with how he has been doing it.

Rick Seiler, Valley County DES Coordinator, called, he would like to get a resolution passed declaring a state of emergency due to the flooding.

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

ATTEST: 
Lynne Nyquist, Clerk

ATTEST: 
Dave Reinhardt, Chairman



October 10, 2016

The Courthouse was closed for Columbus Day.

October 11, 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.

Stone Tihista, Valley County Weed/Mosquito, stopped by to discuss the meeting she went to in Oregon last week. Also discussed was the need to start recruiting now for next season.

Ms Tihista left the office.

Pursuant to the Call for Bids published in the local newspaper, Glasgow Online Garage Sale, and Tradeo, at 10:00 a.m. Chairman Reinhardt opened sealed bids for the 2006 white Dodge Grand Caravan SE. There was only one bid submitted for consideration:

Colleen Pankratz	\$2,353.00
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Commissioner Peterson made a motion to accept the bid of \$2,353.00 from Colleen Pankratz, Glasgow, Montana, to purchase the Transit District's 2006 white Dodge Grand Caravan SE. The motion was seconded by Commissioner Tweten and it carried unanimously. Ms Pankratz will be sent a letter stating that they can pick up the vehicle once the funds are successfully deposited by the Valley County Treasurer.

Todd Young, Valley County Road Supervisor, came in concerning the roadways. It appears that when the Milk River crests that there will not be any problem with the roads. Rick Seiler, Valley County DES Coordinator, joined the meeting.

Commissioner Peterson advised that Gary Funk took some gravel from the pit, and that he wants to make sure that the Road Department is ok with that. There was a previous agreement that he would be entitled to use some of the gravel because his father donated the gravel to Valley County. Both Mr. Young and Mr. Seiler are aware of the agreement.

Right-of-Way 696 was authorized, for a water line, but the petitioner cut through the road three times and left the roadway rough. The right-of-way did not authorize cutting through the roadway. Crossing the roadway is \$1,000 per crossing as opposed to the \$50 that was paid for the right-of-way. Todd Young, Valley County Road Supervisor, will contact the petitioner in question.

Mr. Young and Mr. Seiler left the office.

Pat Gunderson, Bureau of Land Management, (BLM) District Manager, stopped by to give the status of the reservoirs in the area. Mr. Gunderson stated that they would like to have the transport planning a very public process, possibly posting maps and asking for public comment.

Commissioner Peterson asked if BLM was still looking for a cataloging of County roads.

Mr. Gunderson stated that it would be nice, but it isn't up to him to get that together, but there might be some funding available to help with the cataloging.

Commissioner Peterson wants to know how things are going with the weed spraying.

Mr. Gunderson stated that it is working well with Stone Tihista, Valley County Weed and Mosquito and Scott Cassel.

Chairman Reinhardt wanted to know if Valley County really needs to be involved in the spraying of weeds for BLM since they are contracting the work.

Mr. Gunderson stated that they are happy with the work, and it makes it easy for the BLM.

Chairman Reinhardt stated that he thinks that the County should concentrate on the work near the highways, then on the contract work.

Mr. Gunderson said that they used to contract aerial, but that he prefers spraying from the ground for better control. BLM can make it work either way.

Mr. Gunderson left the building.

Dylan Jensen, Valley County Attorney, came in to advise that the elevator in the Courthouse is about six inches lower than the level of the floor. Joleen Cotton, Maintenance Supervisor, will contact Otis Elevator concerning the elevator.

Dan Carney, Fire Marshall, stopped in to see if the Commissioners are interested in providing meals for the attendees of the DNRC training meetings. Mr. Carney proposes having the people bring their sleeping bags and then cooking the meals onsite.

Commissioner Peterson requested more information such as how many times per year the trainings would be conducted, how many people will attend, and what distance will they be traveling. Commissioner Peterson stated that he would be willing to consider it, he would like some supporting numbers.

Mr. Carney left the office.

Christina Hillman stopped by concerning some filing cabinets that she would like to purchase for the Justice Court. The Commissioners are in agreement that the filing cabinets can be ordered according to her estimate.

Jenny Reinhardt, Valley County Airport Commission Secretary, stopped in concerning the airport meeting. She believes it would be a good idea to move the meeting from the first Tuesday of the month back to the second Tuesday so that reports can be finished before the meeting.

Joleen Cotton, Maintenance Supervisor, came in to meet with Commissioner Peterson, who advised that she will be needed to assist when the filing cabinets come in for the Justice Court.

Lucas Locke, Airport Manager, stopped in to discuss the taxiway grant. The County's 10% will come to additional \$10,000. Commissioner Peterson requested that Mr. Locke continue in his effort to get the engineering company to take some financial responsibility for the cost overages.

The fuel farm came in \$785 lower than expectation. The construction firm will be back out to set a vent that was threaded incorrectly.

There is an airport meeting tonight and they will discuss capital improvements over the next couple of years.

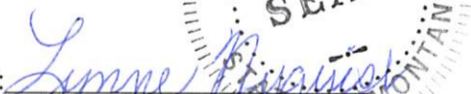
Mr. Locke left the office.

Chairman Reinhardt went to Nashua to assist with unloading commodities at the Nashua Senior Center.

Joleen Cotton, Maintenance Supervisor, and Chairman Reinhardt went to transit to fix the door at the Transit Office.


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

ATTEST:


Lynne Nyquist, Clerk



ATTEST:


Dave Reinhardt, Chairman

October 12, 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.

The Commissioners left the office to attend the Valley County Employee Meeting. Covered at the meeting were timesheets, kitchen sanitation, and recipes.

Mayor Becky Erickson and Robert Kompel, City Public Works, came in for their monthly meeting.

Mayor Erickson stated that Rick Seiler, Valley County DES Coordinator, did a great job during the potential flooding in Valley County. Everyone worked well together, and Mr. Seiler is a delight to work with. Mayor Erickson was out of town for a training when the state of emergency due to flooding was declared.

Commissioner Peterson asked if Mayor Erickson had spoken to the Glasgow Courier recently.

Mayor Erickson stated that she had not, but it is a good idea to fill them in. Great Falls news reporters were here on Sunday, and Glasgow was on the television news as well as in the Great Falls Tribune.

At the City Council meeting, the Council agreed that when the minutes are approved, they will post them in the paper. Mayor Erickson contacted James Walling at the Glasgow Courier and he stated that they will post the minutes for free.

Pertaining to the MacGruder property, Mr. Kompel presented a chronological time line history of the property to the City Council. The Council deferred to Attorney Pete Helland's suggestion that the City of Glasgow does not take over ownership of the property from Valley County due to cleanup costs and liability issues. Mayor Erickson apologized since there was a gentleman's agreement for the City to take over the property from the County.

Commissioner Peterson commented that the City and Attorney Pete Helland did their due diligence. He asked what plans the City had for the MacGruder property.

Mr. Kompel stated that they just wanted it to remain a Farmer's Market as long as the community wanted that.

Mayor Erickson wondered when the discussion on the MacGruder property began.

Mr. Kompel stated that discussion on the property began in the 1980's. There was no issue with pollution problems until after 2000.

Mayor Erickson said she will report back to the City Council, communication is the key. Referring to the new sidewalks being poured at the Glasgow City County Library, Mayor Erickson stated that it is looking very nice, although the progress has been slowed due to the weather.

Mr. Kompel stated that Rod Lambert is doing the concrete work, and it is really helping with the water issues at the Library. He also mentioned that they are beginning to have problems with disruptive kids at the Library. The kids are balking at the 45 minute imposed time limit on the computers.

Mayor Erickson stated that she likes the report that Valley County Attorney, Dylan Jensen, is providing to the City of Glasgow. She believes that the reporting of hours dedicated to work for the City of Glasgow is good for everyone.

Mayor Erickson reported that there are fourteen people currently participating in Drug Court, which is an eighteen month program. There is a training at the end of October for all personnel involved in Drug Court. Drug Court is mandated by a judge, the next step is the Department of Corrections. For those struggling with alcohol issues, they are currently able to use a mobile breath alcohol monitoring system called Soberlink, which tests for the presence of alcohol on the breath, and confirms identity by taking a picture.

Commissioner Peterson asked what happens in three years when the money for Drug Court is gone.

Mayor Erickson stated that they hoped to get another grant. She also mentioned that the participants in the program will be required to donate thirty hours of community service near the end of their participation in the program.

Mayor Erickson and Mr. Kompel left the office.

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

There were no additions or deletions to the agenda, nor was any public comment submitted.

There weren't any employment/termination notices.

The first actionable item on the agenda was Resolution No. 28-2016 Capitalization of Fixed Assets For Valley County.

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

RESOLUTION NO. 28-2016

**RESOLUTION AMMENDING A PORTION OF RESOLUTION NO. 22-2010
WHICH ESTABLISHES THE POLICY FOR**

CAPITALIZATION OF FIXED ASSETS OF VALLEY COUNTY

WHEREAS, section 7-5-2101, MCA, gives the Board of County Commissioners the authority and duty to have the care of county property and manage the same; and

WHEREAS, classification and valuation of the county property is necessary; and

WHEREAS, per Resolution No. 22-2010, the Board of County Commissioners established a fixed asset account for Valley County, and the said account will be maintained in the office of the County Clerk and Recorder, and

WHEREAS, per Resolution No. 22-2010, the Board is desirous of increasing the distinguishing of fixed asset values for equipment and machinery from \$5,000, to \$10,000,

NOW, THEREFORE, BE IT RESOLVED, the Board of the Valley County Commissioners hereby amends Resolution No.22-2010, which resolves that in order for property to be distinguished as a fixed asset, it shall possess the following attributes, increasing the set value of capital fixed assets to \$10,000 for equipment and machinery, the new policy is set as follows:

I. Fixed Assets

A fixed asset of Valley County is property that meets all of the following requirements:

1. Must be tangible in nature, real property.
2. Must have a useful life of 3 years, unless otherwise ordered: however, each purchase is to be evaluated on the basis of its unique characteristics.
3. Must be of significant value.
4. May be acquired through donation, purchases or may be self constructed.

II. Capitalization Policy

1. This policy establishes the criteria for capitalization or determining value of the fixed assets. The asset value for donations is fair market value at the time of the donation. The asset value, when purchased, is the initial cost plus all costs related to the placing of the asset into operation. The cost of self-constructed assets includes both the materials used and the cost of the labor involved in the construction of the asset.
2. The following values will be used for determining significant values when capitalizing fixed assets:
 - a. Equipment and Machinery (\$10,000.00)
 - b. Buildings (\$50,000.00)
 - c. Improvements other than buildings (\$20,000)
 - d. Land (\$1.00)
 - e. Infrastructure (\$75,000.00)
 - f. All equipment and machinery, buildings, and improvements other than buildings, which have a cost below these significant values will be expended at the time of purchase.
3. The distinction between maintenance cost vs. additions and/or betterment and their respective treatment for capitalization of fixed assets are as follows:
 - a. Maintenance costs are those expenditures which are necessary to keep an asset in its intended operating condition but which do not materially increase the value or physical properties of the asset.
 - b. Additions refer to a physical extension of an existing asset or the acquisition of an entirely new asset which does not replace an existing asset. Additions will be capitalized at cost when acquired or when construction is completed, providing they are of tangible nature, have a useful life of great than one year, and are of significant value.

- c. Betterment exists when a part of an existing asset is replaced by another, and the replacement provides a significant increase in the life or value of the difference between the cost of the new asset and the cost of the asset which it replaces.

III. Valuation of Assets

1. Valuation Basis-generally Valley County will record assets at historical cost. Sources of historical cost data include:
 - a. Invoices
 - b. Warrants
 - c. Minutes of Board meetings
 - d. Vendors
 - e. Purchase Orders
 - f. Contracts
 - g. General Ledger
 - h. Maintenance Records
 - i. If historical cost is not available, reasonable estimates of appraisal of values as of the date of acquisition will be used.
2. Land
 - a. The cost of land includes all expenditures in connection with its acquisition, such as: purchase price, appraisal and negotiation fees, title search fees, surveying fees, clearing land for use, demolition or removal of structures, and filling costs.
3. Building and Improvement
 - a. The cost of structures and improvements includes all expenditures in connection with their acquisition such as: purchase price, fixtures attached to the structure, architects fees, insurance during construction, legal fees, and appraisal fees.
4. Equipment
 - a. The cost of equipment includes: purchase price, freight charges, sales taxes, and installation charges.

IV. Definitions

1. The following definitions for fixed assets will be used by Valley County.
 - a. Land – a fixed asset account which reflects the acquisition value of land owned by Valley County. If land is purchased this account includes the purchase price and other costs as noted above. If land is acquired by gift, the account reflects its appraised value at the time of acquisition.
 - b. Improvements other than Property – a fixed asset account which reflects the acquisition value of permanent improvements, other than buildings, which add value to the land. Such improvements can be fences, retaining walls, sidewalks, pavements, gutters, tunnels, and bridges. If the improvements are purchased or constructed, this account contains the purchase or contract price. If improvements are obtained by gift, it reflects the appraised value at the time of acquisition.
 - c. Buildings – a fixed asset account which reflects the acquisition value of permanent structures used to house persons and property owned by Valley County. If buildings are purchased or constructed, this account includes the purchase or contract price of all permanent parts of such buildings. If the buildings are acquired by gift, the account reflects their appraisal value at the time of acquisition.
 - d. Machinery and equipment – tangible property used in the operation of the county with a useful life beyond the current fiscal year, such as machinery, tools, vehicles, furniture, and furnishings.

V. Inventory

1. The following guidelines will apply when employees of Valley County update inventories of fixed assets:


- a. Inventory control number
- b. Vendor
- c. Fund
- d. Source of funds – project number
- e. Date purchased
- f. Cost – original
- g. Location
- h. Who has control
- i. Date – sold or disposed of

The Board further orders the County Clerk and Recorder to cancel any fixed assets currently on the fixed asset accounts which are of a value lower than that fixed above.

This policy supersedes and cancels any and all former policies adopted by Valley County affecting capitalization of fixed assets.

DATED this 12th day of October, 2016.

BOARD OF COUNTY COMMISSIONERS
VALLEY COUNTY, MONTANA



Dave Reinhardt, Chairman




Bruce H. Peterson, Member



Paul Tweten, Member



ATTEST:


Lynne Nyquist, Clerk

The final item on the agenda was the Right-of-Way #699 for a cattle guard for Donald Renner.

A motion was made by Commissioner Tweten authorizing the Chairman to execute an Application and Permit to Use Right-of-Way No. 699, between Valley County and Donald Renner, for the construction of a cattle guard crossing Section 32, Township 35 North, Range 43 East. The motion was seconded by Commissioner Peterson and it passed unanimously. The said Document, No.159148, was filed in the office of the Clerk and Recorder on October 12, 2016.

Commissioner Tweten commented on the airport meeting he went to last night. Transportation Security Administration would like to rent the office space that Northeast Montana STAT Air Ambulance Cooperative (STAT) vacates when they move to their new hanger.

Commissioner Tweten advised the airport board that neither he or Commissioner Peterson were happy with the way the DOWL bid ended up with so much overage.

Commissioner Peterson left to attend the Library Board meeting.

Shelley Romo came in with some questions regarding the audit that was preformed for the County last week.

Karl Krause, Glasgow Street Shop Foreman, dropped by to let us know that the City will be working on 4th Avenue South.

Ella Tweten, Valley County Health Department, stopped by to remind the Commissioners of the flu shots being given today.

Ron Garwood called Commissioner Tweten concerning the South River Road.

Eon Anderson, stepson of Chris Knodel, Long Run Fire Chief, stopped by for a brief visit.

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

ATTEST: 
Lynne Nyquist, Clerk



ATTEST: 
Dave Reinhardt, Chairman

October 13, 2016

A representative from Otis Elevator Company will be at the Courthouse today to fix the elevator. Currently the doors are opening before the elevator has come to a complete stop constituting a trip hazard.

Commissioner Tweten and Commissioner Peterson were in the office today.

Ronnie Korman called to say that Larb Creek Road is really rough. Mr. Korman is hauling cattle now and will be hauling hay soon and the road is messing up his truck. Todd Young, Valley County Road Supervisor, was informed of the situation.

October 14, 2016

Wanda Berrisford stopped by with questions regarding the van that was up for bid at Community Transit.

The elevator at the Courthouse has been put out of service due to the elevator not aligning with the floor when it is at a stop. Otis Elevator was contacted to schedule a service call.

October 17, 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.

Stone Tihista, Valley County Weed and Mosquito, stopped in to let the Commissioners know that she is back from her noxious weed training and will be in Glasgow all this week.

Wanda and Duane Berrisford, from Hinsdale stopped in concerning the van that was advertised by the Transit Department. Commissioner Peterson advised that they would discuss their options and contact them concerning their decision. After discussion, Commissioner Peterson called the Berrisfords to inform them that their bid would not be accepted because it was not submitted before the advertised deadline.

Nancy Hamilton, Safety Coordinator, stopped in to remind the Commissioners of the Valley County Safety meeting Wednesday, October 19, 2016 at 9am.

Dacia Schindler stopped in to drop off past minutes and the agenda for the Valley County Refuse District meeting scheduled for tomorrow, October 18, 2016 at 5pm.

Joleen Cotton, Maintenance Supervisor, stopped for her weekly meeting. There are some continuing issues with the elevator in the Courthouse not aligning with the floor when it stops. Bill, a representative from Otis Elevator Corporation will be here today to do some more work on it. Ms Cotton learned how to perform minor adjustments as well as how to bring the elevator to the ground floor in case of an emergency to disembark passengers. Yearly maintenance work is being done on the Transit Department doors. The shed will be cleared out to allow room to have the snow broom stored in it. The four wheeler and snow blade was sent to the airport for their snow removal. The forklift will be used to reach the gutters at the jail so they can be caulked. Currently the dripping water causes icy spots on the sidewalk. Discussion continued concerning how to remove the flagpole in front of the Courthouse. Once the

360 VALLEY COUNTY COMMISSIONERS' JOURNAL NO. 33

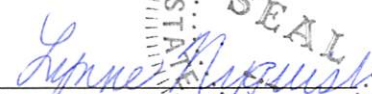
flagpole is removed, they would like to repurpose it at the airport. Concerning paper products, there was a notification for bids, the only vendor who has followed through with a bid was Tim Young from Food Services of America.


A motion was made by Commissioner Tweten authorizing the Chairman to sign a contract with Tim Young, Food Services America, to supply the paper products for the Courthouse for the next three years. The motion was seconded by Commissioner Peterson and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to sign a contract amendment to Contract 14-082-ACCD with Montana Department of Corrections. The motion was seconded by Commissioner Tweten and passed unanimously.

Colleen Pankratz, Valley County Transit Supervisor, stopped by to discuss various issues.

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

ATTEST: 
Lynne Nyquist, Clerk

ATTEST: 
Dave Reinhardt, Chairman

October 18, 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.

Lynne Nyquist, Valley County Clerk and Recorder, stopped by to discuss various issues.

René Clampitt, Planner/911/GIS Supervisor, stopped in concerning some Amazon charges on the County credit card.

Peggy Aakre came in with concerns about the Sheriff Department parking in the parking lot on the west end of the Detention center. There was an agreement when the parking lot was created that the County could park there. Ms Aakre says she has no knowledge of any agreement and probably would not have purchased the building if there had been anything disclosed upon purchase. Ms Aakre maintains that she is not trying to cause problems, but since she is paying the taxes on the property, she does not want to be liable if something happens to the vehicles. Commissioner Peterson advised that the Sheriff is privy to the legal arrangement, and Ms Aakre and the Sheriff should talk.

Jack Billingsley called to advise that the Road Department did a good job grading Billingsley Road.

Clay Berger stopped in to report on the progress of the Northeast Montana STAT Air Ambulance Cooperative (STAT) air hanger.

Tara Hicks from Nemont stopped in to discuss various items.

October 19, 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.

Rick Seiler, Valley County DES Coordinator, advised that the emergency declaration for flooding can be terminated.

Glen Meier, Valley County Sheriff, stopped to discuss various issues.

Todd Young, Valley County Road Supervisor, came to discuss road conditions in Valley County.

Lucas Locke dropped by with the title for the 96 Oldsmobile Cutlass Cruiser S that he would like to have advertised for bid.

A motion was made by Commissioner Tweten to publish the following Call for Bids:

NOTICE OF SALE OF SURPLUS PROPERTY
ACQUIRED BY VALLEY COUNTY

NOTICE IS HEREBY GIVEN, pursuant to order of the Board of Valley County Commissioners, will sell, **by sealed bid**, the following surplus property;

**1994 Oldsmobile Cutlass Cruiser S station wagon,
mileage 168,247**

Sealed bids will be due by **5:00 p.m., Friday, October 28, 2016**, in the office of the Valley County Commissioners, 501 Court Square, Box #1, Glasgow, MT 59230.

The terms of the sale are as follows: cash, lawful money of the United States to be paid for property, as is, where is.

Bids will be opened at 10:00 o'clock a.m. on Tuesday, November 1, 2016 in the office of the Valley County Commissioners.

ANY AND ALL REASONABLE OFFERS WILL BE CONSIDERED. The car may be viewed at the Glasgow, Valley County Airport. For further information contact Lucas Locke, Airport manager at 406-228-2719.

The right to reject any and all bids is hereby expressly reserved.

DATED this 19th day of October, 2016, by order of the Board of County Commissioners.



[Signature]

Dave Reinhardt, Chairman
Board of County Commissioners

[Signature]

ATTEST: Lynne Nyquist, Clerk

(Published on the BS Buzz, Tradeo, and Glasgow Online Garage Sale)

The motion was seconded by Chairman Reinhardt and unanimously carried.

Brenda Anderson, Valley County Treasurer, stopped by to discuss the information received from MACo concerning the taxable valuation changes due to the settlement with NorthWestern Energy.

Joleen Cotton, Maintenance Supervisor, came in to advise that Otis Elevator will bring some additional parts to attempt to fix the floor alignment issue with the Courthouse elevator. Expected time frame for maintenance will be during the regular maintenance visit in November.

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

ATTEST: *[Signature]*

Lynne Nyquist, Clerk

ATTEST: *[Signature]*

Dave Reinhardt, Chairman

October 20, 2016

Commissioner Tweten was in the office this morning.

Chairman Reinhardt was in the office this afternoon to sign paperwork for the airport.

October 21, 2016

Commissioner Tweten is in Glendive for the Action for Eastern Montana Governing Board today.

Commissioner Peterson was in the office today.

Dan Carney, Fire Marshall, came concerning various issues.

Brian Austin, Valley County Refuse District Supervisor, visited with Commissioner Peterson today.

October 24, 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.

Brenda Anderson, Valley County Treasurer stopped in to discuss the ramifications to the Treasurer's Office due to the Department of Revenue and NorthWestern Energy settlement. The settlement will affect the jurisdictions as follows:

Taxing Unit Desc	Taxing Jurisdiction Desc	Taxing Unit Type	Dollar Change
20-0926	Glasgow School District K-12	Local High School	(18,351)
20-Glasgow	City of Glasgow	City Municipality	(9,925)
20-STSCHL	State School Levies	State of Montana	(9,435)
20-CoWide	County-Wide Levies	County-wide	(7,490)
20-CWSchl	County-wide School	County-wide education	(4,707)
20-Road	COUNTY ROAD	Roads	(2,043)
20-PERMMED	County Permissive Medical	County-wide	(1,425)
20-0937	Nashua/Fort Peck School District K-12	Local High School	(1,233)
20-0932	HINSDALE ELEMENTARY SCHOOL DISTRICT	Local Elementary	(1,209)
20-0933	HINSDALE HIGH SCHOOL DISTRICT	Local High School	(911)
20-Nashua	Town of Nashua	City Municipality	(352)
20-GlasMos	Glasgow Mosquito	Other Districts not otherwise Classified	(225)
20-LibVote	County Library-Voted	County-wide	(187)
20-NoxWeed	County Noxious Weed-Voted	County-wide	(176)
20-FIRELVY	Rural Fire	Fire Districts	(152)
20-Museum	Museum - voted	County-wide	(93)
20-HINSFIR	HINSDALE FIRE DISTRICT	Fire Districts	(68)
20-HINLITE	HINSDALE LIGHTING	Other Districts not otherwise Classified	(48)
20-NashMos	Nashua Mosquito	Other Districts not otherwise Classified	(15)
20-BvrSchl	Beaverton School District	Local Elementary	(11)
20-0927	FRAZER ELEMENTARY SCHOOL DISTRICT	Local Elementary	-
20-0928	FRAZER HIGH SCHOOL DISTRICT	Local High School	-
20-0935	Opheim School District K-12	Local High School	-
20-0941	LUSTRE ELEMENTARY SCHOOL DISTRICT	Local Elementary	-

20-FtPeck	Town of Fort Peck	City Municipality	-
20-Opheim	Town of Opheim	City Municipality	-
20-SMFire	Saint Marie Fire	Fire Districts	-

A motion was made by Commissioner Tweten authorizing the Chairman to authorize the recertification of taxes in Valley County due to the settlement between the Department of revenue and NorthWestern Energy. The motion was seconded by Commissioner Peterson and it unanimously passed.

A motion was made by Commissioner Peterson authorizing the Chairman to pay Morrison Maierle \$3,707.85 out of Local Option Taxes for the computer server migration. The motion was seconded by Commissioner Tweten and it unanimously passed.

Joleen Cotton, Maintenance Supervisor, came in for her weekly meeting. The part to fix the elevator is not in yet. The serviceman from OTIS elevator will be here during the first part of November for routine maintenance. Ms Cotton mentioned that the elevator is currently sixteen years beyond its life expectancy and that we need to be planning for the eventual replacement of the elevator. Commissioner Tweten stated that it is not a high use elevator. Ms Cotton reiterated that we will need to prepare for the future in regards to the elevator. Ms Cotton has been building shelves and cleaning out the shed. She would like to have the sod taken out near the annex to allow the water to run away from the building. Ms Cotton's plan is to put the removed sod next to the building where there is a depression to build up the elevation. Ms Cotton is awaiting a reply from Tim Young, Food Services of America, concerning the paper product contract.

Stone Tihista, Weed and Mosquito Control, stopped by to discuss her budget.

Lucas Locke, Airport Manager, stopped by to discuss various issues.

Dan Carney, Fire Marshall, stopped by to fax paperwork to DNRC and discuss various topics.

Glen Meier, Valley County Sheriff, stopped to discuss various issues.

Stacy Amundson stopped by concerning the tax implications to the City of the settlement between NorthWestern Energy and the Department of Revenue.

October 25, 2016

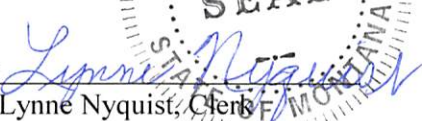
The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman Dave Reinhardt, member Paul Tweten, and Recording Secretary Ruth Dowell present.

Dave Phippen, Pioneer Museum, stopped by to say that the cost of a new security system for the Museum will be \$24,000.00 instead of the anticipated \$10,000.00. Mr. Phippen states that the Museum can come up with \$14,000.00 and is wanting \$10,000.00 from Local Options Tax. Mr. Phippen states that the Museum is not protected for security purposes or fire damage. He would like to be legal with the insurance company. Mr. Phippen would like to have the main building, the new building, and the Quast House all tied together.

Commissioner Tweten signed the Taxing Jurisdiction Change in Valuation paperwork for Hinsdale Elementary School District, Hinsdale High School District, Glasgow School District K-12, and the City of Glasgow. All paperwork was forwarded to the Kim Pewitt, Department of Revenue for processing.

Colleen Pankratz, Valley County Transit Supervisor, came in concerning personnel questions.

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

ATTEST: 
Lynne Nyquist, Clerk

ATTEST: 
Dave Reinhardt, Chairman



October 26, 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.

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, and there was no public comment.

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

A motion was made by Commissioner Tweten authorizing the Chairman to execute a Notice of Accounting Change for Jesse Vaughan, as a Detention Officer, on October 30, 2016, for \$15.85, having completed Detention Officer Basic Training. The motion was seconded by Chairman Reinhardt and passed unanimously.

A motion was made by Commissioner Tweten authorizing the Chairman to execute a Notice of Accounting Change for Dewayne Ozark as a permanent, full-time Detention Officer Floor Supervisor, at \$17.87 with pay retroactive to July 1, 2015. The motion was seconded by Chairman Reinhardt and passed unanimously.

A motion was made by Commissioner Tweten authorizing the Chairman to take the retroactive pay for Dewayne Ozark out of PILT funds. The motion was seconded by Chairman Reinhardt and passed unanimously.

A motion was made by Commissioner Tweten authorizing the Chairman to execute a Notice of Termination for Casey D. Mulkey as a Detention Officer for the Sheriff's Office effective October 30, 2016. The motion was seconded by Chairman Reinhardt and passed unanimously.

A motion was made by Commissioner Tweten authorizing the Chairman to execute a Notice of Employment for Casey Mulkey as a permanent, full-time Deputy Sheriff effective October 31, 2016 at 85% of the Sheriff's salary. The motion was seconded by Chairman Reinhardt and passed unanimously.

The relocation of common boundary for the Ryan Fast, Vandalia Ranch was next on the agenda.

A motion was made by Commissioner Tweten authorizing the Chairman to execute a Relocation of Common Boundary Application for Ryan Fast located in T30 R37 SEC15. The motion was seconded by Chairman Reinhardt and it unanimously passed. The said Document, NO.159249, was filed in the office of the Clerk and Recorder on October 31, 2016.

The final item on the agenda was Resolution 29-2016, Termination of State of Emergency, Flooding.

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

RESOLUTION NO. 29-2016

**A RESOLUTION OF THE BOARD OF COUNTY
COMMISSIONERS OF VALLEY COUNTY DECLARATION RESOLUTION - FLOODING**

WHEREAS, the flood waters caused by heavy rains that began falling on October 4, 2016 are receding and no longer pose a significant threat to the lives and property of the citizens of Valley County, and

WHEREAS, the National Weather Service projects that the Milk River will drop below flood stage on October 13, 2016; and

WHEREAS, Valley County is no longer engaged in an emergency protective and flood mitigation measures to ensure life safety and protect property during the flood emergency that was enacted on Thursday, October 6, 2016.

NOW, THEREFORE, BE IT RESOLVED that the Board of the Valley County Commissioners shall terminate the state of emergency when the National Weather Service ascertains that the Milk River has dropped below flood stage as measured on the gauge in Glasgow, Montana.

BE IT FURTHER RESOLVED that copies of this Resolution be filed with the Valley County Clerk and Recorder, and the Montana Disaster and Emergency Services Division in Helena.

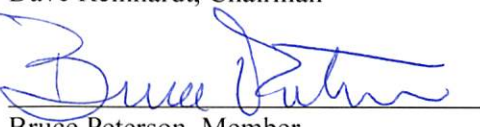
PASSED and ADOPTED by the Board of the Valley County Commissioners this 26th day of October, 2016.

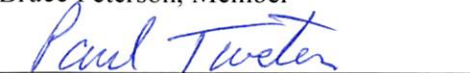
BOARD OF COUNTY COMMISSIONERS
VALLEY COUNTY, MONTANA

ATTEST: 

Lynne Nyquist, Clerk


Dave Reinhardt, Chairman

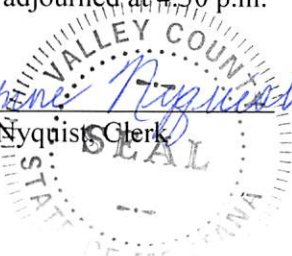


Bruce Peterson, Member



Paul Tweten, Member

Stan Ozark left the office.

Chairman Reinhardt and Commissioner Tweten went to the Pioneer Museum to pick up the flagpole that will be installed in front of the Courthouse.

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

ATTEST: 

Lynne Nyquist, Clerk

ATTEST: 
Dave Reinhardt, Chairman

October 27, 2016

Commissioner Peterson was in the office today.

Glen Meier, Valley County Sheriff, and Dylan Jensen, Valley County Attorney, stopped in to discuss various topics including Drug Court, satellite voting, the levee, and school districts.

October 28, 2016

Commissioner Peterson was in the office today.

Joleen Cotton, Maintenance Supervisor, was in to discuss the heating system in the Courthouse. Last fiscal year two Variable Air Volume (VAV) boxes were purchased and we are awaiting delivery. The intent is to purchase two more VAV boxes this year with a possibility of purchasing more boxes as the budget allows.

René Clampitt, Planner/911/GIS Supervisor, stopped by with information about the LEPC conference that she attended in Helena with Rick Seiler, Valley County DES Coordinator, and Todd Young, Valley County Road Supervisor.

Commissioner Tweten came into the office today.

Jerry Arnold called and said that at the school haunted house last night at the Fairgrounds a young girl's foot was run over by the trailer. Evidently there were not any broken bones.

At the satellite voting in Frazer yesterday they had thirty four people come in to vote. All five high school seniors who were eligible to vote voted.

Roubie Younkin, Extension Agent, stopped in to discuss various trainings that she has attended over the last two months.

Tara Hicks stopped by to discuss a Right-of-Way application in the Rhode subdivision in Park Grove for Nemont.

A motion was made by Commissioner Tweten authorizing Acting Chairman Peterson to execute an Application and Permit to Use Right-of-Way No. 700, between Valley County and NorVal Electric Cooperative Inc., for the construction of an underground utility line boring near Park Grove in the following location:

Starting at Lot 1 across to lot 25A for Kris Simensen new service. The motion was seconded by Acting Chairman Peterson and it unanimously passed. Right-of-Way 700 will be recorded once the fee has been received.

Commissioner Tweten left the office to talk to Adam Powell from the Fair Board. The Fair Board is getting things ready for the hog barn and will be using the County loader and skid steer to facilitate their work.

Melanie Sorenson, Juvenile Probation, stopped by concerning various subjects.

Commissioner Peterson left the office.

Commissioner Tweten returned to the office.

October 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.

Joleen Cotton, Maintenance Supervisor, stopped by to say she will be working in the Detention Center, Mezzanine to replace filters and clean up while Dale's Plumbing is working on the water softening system.

Glen Meier, Valley County Sheriff, came in to discuss various issues.

Todd Young, Valley County Road Supervisor came in to review a right-of-way that came in.

Lucas Locke, Airport Manager, stopped by concerning the opening of bids for the car that the Airport is selling. The bids will be opened on Tuesday at 10:00 am.

Dave Phippen, Pioneer Museum dropped of candy in honor of the Halloween holiday.

Nancy Hamilton, Safety Coordinator, came in to discuss the safety inspection that she performed in Scobey Montana.

Vicky Wetz, Council on Aging (COA) Supervisor, came in to discuss the Health Fair that was at the Glasgow Civic Center last weekend.

Connie Boreson, Valley County Health Department Supervisor, stopped by and mentioned that the Health Fair went well. There were people that signed up for Cardiac Readiness. There is a flu clinic at the Health Department this morning. There is an outbreak of Norovirus in the area. The best recourse is to stay home, get rest, and clean with a 10% bleach solution. The Transit department is already prepared with hand sanitizer on the buses. The Health Department has given out over 700 flu shots so far this season.

Jenny Reinhardt, Valley County Airport Commission Secretary, dropped in to discuss various issues.

Joleen Cotton, Maintenance Supervisor, was in for her weekly meeting. She is continuing to clean the dust in the Mezzanine at the Detention Center. Discussion ensued concerning Variable Air Volume boxes (VAV). All the Commissioners are in agreement that we should be able to continue purchasing 2 VAV's per year. The two VAV's that are still in transit are for the south wall of the Courthouse where the sun beats down. The next two VAV's will be used for the north wall of the Courthouse. Tim Young of Food Services of America will be contacted concerning the contract for paper products for the Courthouse.

Tim Young was contacted concerning the pricing on the paper products through Food Services of America. He was advised that we would like to verify the pricing before moving forward with filling out the credit application. The Commissioners would like a written bid for the paper products. Mr. Young advised that the dispensers are included in the bid. Mr. Young will contact the office with the verification by end of business today.

Dick Breitzman, former Valley County Sheriff called on the Commissioners this morning.

Stone Tihista came in with questions concerning a trailer for the Weed Department. Ms Tihista will attend a Montana Weed Association Board Meeting in Bozeman on Wednesday. The Mosquito Department is looking into aerial application for mosquitoes. The last time this was investigated it was not cost effective. Ms Tihista is looking for contractors for the weed projects to see if they should reduce workload by asking BLM and BLA to put their own contracts out.

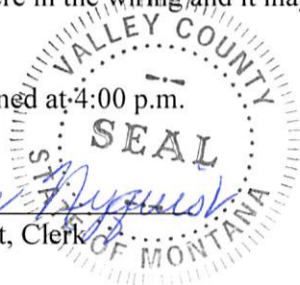
Daryl Toews stopped concerning the Frazer Richland Road.

Terry Lighthizer was in to test out the fire alarm system in the Courthouse. Mr. Lighthizer states that there is a short somewhere in the wiring and it may take some time to track it down.

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

ATTEST:

Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt, Chairman

Claims for the month of October were approved as follows;

Vendor	Claim #	Amount
4401 A'S #1 HOOD CLEANING	67024	550.00
3221 AAKRES OF GREEN GRASS	67104	140.00
4435 AG PARTNERS LLC	67115	495.00
5040 AGI ALLIANCE GROUP INC	67105	301.88
1798 AGLAND CO-OP	67106	23.72
2853 ALL SEASON HOME CENTER	67107	1,386.96
184 AMERICAN WELDING & GAS INC	67035	77.90
558 ARCH'S TIRE & SERVICE	67025	226.00
	67108	956.50
3772 AVAILITY LLC	67026	237.00
666 BIG SKY FIRE PROTECTION SERVICE LLC	67027	385.00
75 BIG VALLEY WATER	67109	65.50
504 BOB BARKER CO INC	67112	1,195.79
5031 BOESH ENGINEERING & TESTING	67028	24,967.00
4842 BRITTANY ARCHAMBEAULT	67029	62.00
4427 BS CENTRAL INC	67110	30.00
670 BUILDING CODES BUREAU	67111	1,000.00
756 CAMERON SHIPP	67030	538.22
182 CARQUEST AUTO PARTS	67113	1,018.45
495 CENTURY CONSTRUCTION CO INC	67031	439,267.40
3360 CENTURY LINK ACCT 407878239	67114	1,071.90
4761 CENTURY LINK ACCT 85598259	67032	156.90
3839 CHAPPELL'S AUTOMOTIVE INC	67116	2,363.45
4786 CHRIS RICHTER	67033	65.00
4976 CINTAS CORPORATION	67207	197.86
677 CITY OF GLASGOW	67123	3,751.95
4723 CITYSERVICEVALCON	67036	21,187.57
	67117	32.00
1095 COCA-COLA BOTTLING CO	67118	7.00
548 COLLEEN M PANKRATZ	67119	6.00
1204 CONNIE BORESON	67037	161.15
1906 CONNIE WETHERN	67120	130.00
3217 CREATIVE INFORMATION SYSTEMS	67038	993.70
3618 CROP PRODUCTION SERVICES INC	67122	372.00
225 D & G SPORTS & WESTERN	67124	779.94
39 DALE PLUMBING & HEATING INC	67125	2,453.85
1098 DANIELS COUNTY LEADER	67126	33.00
2740 DARLA SHIPMAN	67039	60.00
	67127	68.00
3243 DARRYL SCHLABS	67040	30.24
1373 DEAN JENSEN	67041	1,400.00
4832 DENNIS WETHERN	67128	144.00
4573 DIAGNOSTIC PEST SOLUTIONS	67129	130.00
3110 DIGITAL-ALLY, INC	67130	410.00
4903 DOWL	67042	15,651.16
260 EASTERN MONTANA MENTAL HEALTH CENTER	67131	500.00
2724 ECOLAB	67132	84.95
801 ELECTION SYSTEMS & SOFTWARE INC	67133	4,672.15
176 ELLA TWETEN	67043	34.00
2729 EMC INSURANCE	67044	165.00
4882 ENCARTELE	67045	2,400.00
5036 ESCAPE MEDIA	67046	686.67
3477 EXECUTIVE SERVICES	67134	12.90

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812 EZZIE'S WHOLESALE INC	67047	18,907.61
2757 FARM EQUIPMENT SALES	67103	28,501.32
	67135	36.60
1369 FIRST INTERSTATE BANK	67048	683.61
54 FOOD SERVICES OF AMERICA - BILLINGS	67049	1,122.81
	67136	1,059.45
57 FOSSUM READY MIX INC	67137	895.00
59 FRANCES MAHON DEACONESS HOSPITAL	67138	900.20
206 FRANCES MAHON DEACONESS HOSPITAL	67139	2,182.92
4655 G & J ENTERPRISES	67140	53.00
311 GAFFANEYS TOTAL OFFICE SOURCE INC	67141	2,092.92
66 GLASGOW AUTO SAFETY CENTER	67142	82.00
1630 GLASGOW CHAMBER OF COMMERCE	67050	100.00
71 GLASGOW COURIER INC	67143	185.00
4994 GLASGOW TIRE CENTER	67144	71.50
762 GLAXOSMITHKLINE PHARMACEUTICALS	67051	696.49
653 GLENN GUENTHER	67052	41.04
5037 GRIT MEDIA	67053	686.67
392 HI LINE FORD INC	67145	752.75
3301 HOME CARE SERVICES	67146	552.00
3576 J & M DISTRIBUTING	67147	131.29
4935 JACKIE DOWELL	67054	1,599.00
3621 JAMES WIXSON	67055	150.00
693 JEANETTE RISA	67148	90.00
5041 JESSE VAUGHAN	67149	227.00
574 JIMISON JANITORIAL & CARPET CLEANING LLC	67150	3,500.00
3923 JOHN DEERE FINANCIAL	67056	131,000.00
4776 JOHN ROGNESS	67057	108.00
1632 JON KLIEWER	67058	108.00
3753 KIRKWOOD FUNERAL HOME	67060	1,000.00
368 KLTZ/KLAN INC	67151	50.00
3152 KRESS WELDING & FABRICATION INC	67152	240.00
3852 KY IDLER	67059	62.64
987 L & D SIGNS	67153	276.00
4741 LACAL EQUIPMENT	67154	5,019.00
5038 LAFF	67061	686.67
628 LEE'S PRECISION PAINT	67062	300.00
3133 MAPPING & PLANNING SPECIALISTS, INC	67155	3,085.00
101 MARKLE'S INC	67156	1,100.31
5042 MARLS	67157	80.00
4297 MATT REMMICH	67158	139.00
2475 MATTFELDT ELECTRIC	67159	62.52
413 MERCK SHARP & DOHME CORP.	67063	3,344.59
4756 MICHAEL BAIN	67160	7,960.00
4417 MIDWEST LABORATORIES INC	67161	190.00
4777 MILLER BROTHERS LAND CO	67162	2,000.00
3042 MOGAN'S SPRINKLERS	67163	185.00
5039 MONTANA -DAKOTA UTILITIES CO	67065	5,500.00
540 MONTANA ASSOCIATION OF COUNTIES/MACO	67064	244.80
113 MONTANA DAKOTA UTILITIES	67067	1,487.92
43 MONTANA DEPT OF ENVIRONMENTAL QUALITY	67066	2,300.00
697 MONTANA LAW ENFORCEMENT ACADEMY	67164	625.00
1128 MONTANA WEED CONTROL ASSOCIATION	67165	122.40
428 MORRISON MAIERLE CORP	67166	4,150.35
239 MSU EXTENSION SERVICE	67167	4,746.82
4797 MYRON REDFIELD	67068	108.00
2750 NAEIR	67168	55.50
3579 NATIONAL CURRICULUM & TRAINING INSTITUTE	67169	165.74
183 NEMONT TELEPHONE COOPERATIVE, INC	67069	5,528.97
165 NEWTON MOTORS INC	67170	69.80
5016 NORTH HINSDALE HEALTH CLINIC	67071	2,486.20
121 NORTHERN MONTANA TEXTILES SERVICES	67070	37.02
115 NORTHWESTERN ENERGY	67072	1,314.65
	67171	9,052.44
120 NORVAL ELECTRIC CO-OP INC	67073	1,800.04
1781 O'DAY EQUIPMENT INC	67074	343,797.53
3596 OLNES & ASSOCIATES PC CPA'S	67075	19,050.00
4792 OREILLY AUTOMOTIVE INC	67172	144.59
4248 PARK GROVE BAR & CAFE	67076	387.00
129 PETTY CASH	67173	710.47
1367 PITNEY BOWES INC	67174	90.00
2768 PRIORITY COMMUNICATIONS	67175	140.99
135 PRO CO-OP	67176	263.62
2620 RDO EQUIPMENT TRUST #80-5800	67177	5,815.50
76 REYNOLDS	67178	441.54
1760 ROCKMOUNT RESEARCH & ALLOYS INC	67179	1,692.57
3056 ROUBIE YOUNKIN	67077	54.80
	67180	321.32
2381 S & S TIN BALING LLC	67079	2,875.00
4818 S & S WELDING SUPPLY LLC	67181	358.00
5022 S AND P SMITH CONSTRUCTION	67078	2,823.43
514 SACO DEHY INC	67182	49.96
3015 SAND ELECTRIC	67183	124.97
219 SANOFI PASTEUR INC	67080	758.69

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.