

OCTOBER 1, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Doris Ozark, Valley County Fair Manager, visited with Commissioner Peterson about the Fair's approved budget for the next year.

Stan Ozark, KLTZ/Mix 93, and Bonnie Davidson, Glasgow Courier joined the meeting.

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

Chairman Pippin asked for any additions and/or deletions to the Agenda with none given.

Chairman Pippin asked for public comment and Mrs. Ozark said that she was here to listen to the discussion on the FY 14-15 budget.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Termination for Justin Douzich as a driver for the Transit effective September 24, 2014. The motion was seconded by Commissioner Peterson and passed unanimously.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Rick Gamas as a permanent, part-time Mower for the Road Department, increasing his pay to \$12.41 per hour, retroactive to July 1, 2014. The motion was seconded by Commissioner Peterson and passed unanimously.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Neva E. McCombs as a short term Intern for the Sheriff's Office at no pay, beginning September 2, 2014. The motion was seconded by Commissioner Peterson and passed unanimously.

The next item on the agenda for consideration was to adopt the Valley County FY 2014-15 budgets.

A motion was made by Commissioner Peterson to adopt the Valley County FY 2014-15 budget, seconded by Commissioner Reinhardt and Chairman Pippin asked for any discussion.

Chairman Pippin said that he wanted to note that the Commissioners can adjust any one of these budgets if something should change in the future, through a resolution and public hearing process.

Commissioner Reinhardt said that just because the budgets were set, it doesn't mean that all the money has to be spent, if the cash does not come in, than the funds are not there to spend.

Chairman Pippin asked for a vote and the motion passed unanimously.

None of the county budgets exceeded the certified mill levy. Therefore, the levies, budgets and grants have been set this date.

Resolution No. 34-2014, Setting County Levies for Fiscal Year 2014-15 was the next agenda item.

A motion was made by Commissioner Peterson to execute the following Resolution, seconded by Commissioner Reinhardt and Chairman Pippin asked for any discussion.

RESOLUTION NO. 34-2014
RESOLUTION SETTING COUNTY
LEVIES FOR FISCAL YEAR 2014-2015

WHEREAS, all County proposed budgets for fiscal year ending June 30, 2015, for all Valley County Officials and institutions have been filed in the office of the Clerk and Recorder; and

WHEREAS, no person appeared to protest the increased levies;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby set all County levies as follows:

COUNTY-WIDE LEVIES	Mills
General	65.94
Bridge	7.00

Noxious Weed	1.40
Fair	1.20
Airport	0.50
District Court	3.75
Library	4.39
Extension Service	3.00
TOTAL COUNTY WIDE LEVIES	87.18
Permissive Medical	18.62

COUNTY-WIDE TAXABLE VALUATION \$25,732,347
ROAD AND RURAL FIRE VALUATION \$22,196,842

		Mills
Road		37.95
Road - 10 Mills (2012-2013 and 2013-2014)	Value: \$22,274,334	0.00
Rural Fire \$68,000		3.06
Disaster 2 Mills		2.00
	Predatory Animal Control	
Sheep	\$.60 per head	
Cattle	\$.50 per head	
Valley T.V. District No. 1	\$30.00 per assessment	
Hinsdale T.V. District No. 1	\$20.00 per assessment	
Glasgow Mosquito Control	\$15.00 - \$20.00 \$30.00 - \$50.00	8.51
Nashua Mosquito Control (on Taxable Value in 13N)	\$35.00 per unit	9.17
Hinsdale Mosquito Control	\$75.00 per unit	
Conservation District (on Taxable Value in Class 3,4,12,14, excluding 1G and 13N)		2.35

COUNTY-WIDE LEVIES

		Mills
Refuse Disposal District No. 1	\$120.00 per unit	
Noxious Weed \$57,075		2.20
Library \$26,000 (2009-2010 thru 2014-2015)		1.01
Museum (permanent 1 mill)		1.00

OTHER LEVIES

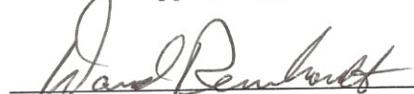
		Mills
City of Glasgow		342.00
Town of Nashua		238.24
Town of Opheim		129.04
Town of Fort Peck		92.97
Hinsdale Lights		22.54
Hinsdale Fire		53.85
St. Marie Fire District		303.81
Hinsdale Cemetery District (On Taxable Value of Class 3, 4, 12, 14, School Districts 5, 7, 7H)		3.73
Opheim Cemetery District (On Taxable Value of Class 3, 4, 12, 14, School Districts 9, 9-0)		1.96
Nashua S.I.D. No. 1		101.69
Richland S.I.D. (9-R)		1,048.00
Rural S.I.D. No. 2	\$10.00 per household \$20.00 per business	
Beaverton Tax District (PILT)		20.68

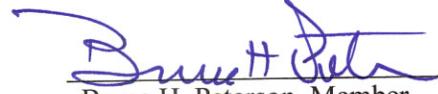
STATE LEVIES	Mills
University Millage Fund	6.00
State Equalization Aid	40.00

Dated this 1st day of October, 2014.

BOARD OF COUNTY
COMMISSIONERS
VALLEY COUNTY, MONTANA


David L. Pippin, Chairman


David Reinhardt, Member


Bruce H. Peterson, Member



ATTEST:


Lynne Nyquist, Clerk

The next item on the agenda was Resolution No. 33-2014 Resolution Setting All School Levies.

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

RESOLUTION NO. 33-2014
RESOLUTION SETTING ALL SCHOOL LEVIES

WHEREAS, all proposed budgets for fiscal year ending June 30, 2015, for all Valley County School Districts have been filed in the office of the Clerk and Recorder/County Superintendent;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby sets all School District levies as follows:

DISTRICT SCHOOL LEVIES	Mills
1A Glasgow	263.52
2 Frazer	417.78
5 Beaverton (Hinsdale 7C)	92.61
7A Hinsdale	157.64
9D Opheim	142.60
13E Nashua	215.59
23 Lustre (Frazer 2B)	233.06

COUNTY-WIDE SCHOOL DISTRICT LEVIES	Mills
County Elementary Equalization & Tuition	33.00
Elementary Retirement	10.13
TOTAL VALLEY COUNTY ELEMENTARY	43.13
County High School Equalization & Tuition	22.00
High School Retirement	39.72
TOTAL VALLEY COUNTY HIGH SCHOOL	61.72
TOTAL VALLEY COUNTY TRANSPORTATION	3.85

Dated this 1st day of October, 2014.

BOARD OF COUNTY
COMMISSIONERS
VALLEY COUNTY, MONTANA



David L. Pippin

 David L. Pippin, Chairman

David Reinhardt

 David Reinhardt, Member

Bruce H. Peterson

 Bruce H. Peterson, Member

ATTEST:

Lynne Nyquist

 Lynne Nyquist, Clerk

The next item up for discussion was to consider the bids for a backhoe loader for the Valley County Road Department.

Chairman Pippin said that there were three bids submitted, Titan Machinery bid a Case at \$116,355, RDO bid a John Deere at \$120,000, and Tractor & Equipment bid a Cat at \$121,720.

Chairman Pippin said that the Commissioners compared all the machines to the required specs and the Case machine did not meet the bid requirements. The Case was a smaller machine and a Tier 4 model, and the other two machines were Tier 3 models which is what the Road Department was hoping to stay with.

A motion was made by Commissioner Reinhardt to accept RDO's bid for a John Deere JD 410K at \$120,000, with no trade-in considered. Commissioner Peterson seconded the motion for discussion.

Commissioner Peterson said that this machine is the one that the Road Department recommended.

Chairman Pippin asked for a vote and the motion passed unanimously.

The offers for St. Marie Condominium Units 360A, B, C & D were the next item on the agenda for consideration.

Chairman Pippin said that the Commissioners have received two offers on this tax deed property, one offer was \$1,500 for all four units and another offer for \$5,100 for all four units. He said that he agrees that they should take the \$5,100 offer but he wants to make sure they are not outside the appraised value requirements.

Commissioner Reinhardt said that he believed there was no value based on the condition of the property and this property is a liability to the County.

Chairman Pippin asked for a motion, but said he would like to check into the appraised value for sure.

A motion was made by Commissioner Peterson to accept the bid from Gary A. McMartin of \$100 for Unit 360A, \$1,600 for Unit 360B, \$1,600 for Unit 360C and \$1,800 for Unit 360D, for a total of \$5,100, pending the investigation by Chairman Pippin on the appraisal value. The motion was seconded by Commissioner Reinhardt and it passed unanimously.

The next item on the agenda was Pledged Security Agreements for September 30, 2014.

Chairman Pippin said the total amount of pledged securities is about \$12 million.

A motion was made by Commissioner Reinhardt, seconded by Commissioner Peterson and carried unanimously to execute the following Pledged Securities:

**FIRST COMMUNITY BANK, GLASGOW
 September 30, 2014**

Federal Home Loan Bank	#313382WY5	1.00%	11/21/2014	\$500,000.00
Federal Home Loan Bank	#313371PC4	0.87%	12/12/2014	\$1,000,000.00
Federal Home Loan Mtg. Corp.	#3134G4T99	2.00%	4/29/2019	\$500,000.00
Federal National Mrtge. Assn.	#3136G1YG8	1.00%	12/30/2020	\$500,000.00
Federal Agriculture Mrtge. Corp.	#31315P4P1	3.60%	1/30/2024	\$500,000.00
Federal National Mrtge. Assn.	#3136G0DU2	2.00%	4/30/2020	\$500,000.00

Federal National Mortgage. Assn.	#3135G0MZ3	0.88%	8/28/2017	\$500,000.00
Federal National Mortgage. Assn.	#3136G1A66	0.70%	12/26/2017	\$500,000.00
Federal National Mortgage. Assn.	#3136G1H28	1.70%	9/28/2020	\$500,000.00
Federal Farm Credit Bank	#3133ECFF6	1.45%	2/14/2019	\$500,000.00
Federal Farm Credit Bank	#3133ECPBA	0.88%	5/14/2018	\$500,000.00
Federal Agriculture Mortgage Corp	#31315PM55	1.71%	12/12/2018	\$500,000.00
Federal National Mortgage Assn.	#3136G0P62	1.50%	10/15/2020	\$500,000.00
Federal National Mortgage Assn.	#3136G1Z77	2.00%	3/19/2020	\$500,000.00
Federal National Mortgage Assn.	#3135G0QC0	1.25%	10/17/2018	\$500,000.00
Federal Home Loan Banks	#313381VG7	1.27%	1/30/2019	\$500,000.00
Federal Home Loan Banks	#313381TW5	1.00%	1/30/2018	\$500,000.00
Federal National Mortgage Assn.	#3136G1LD9	1.00%	12/20/2018	\$500,000.00
Federal National Mortgage Assn.	#3135G0XA6	1.03%	5/21/2018	\$500,000.00
Federal Home Loan Banks	#313382AA1	0.63%	2/28/2018	\$500,000.00
Federal National Mortgage Assn.	#3135G0UX9	1.20%	2/28/2018	<u>\$500,000.00</u>
TOTAL:				\$11,000,000.00

VALLEY BANK, GLASGOW

September 30, 2014

Federal Home Loan Bank	#3133X0PF0	5.375%	8/15/2018	\$400,000.00
Federal Farm Credit Bank	#3133ECBY9	0.93%	4/26/2018	\$100,000.00
Federal Farm Credit Bank	#3133ECBY9	0.93%	4/26/2018	\$100,000.00
Federal Home Loan Bank	#3133716Z4	1.625%	9/28/2015	<u>\$250,000.00</u>
TOTAL:				\$850,000.00

The ROW Application (2) - MDU & Fort Peck Rural Water District were next on the agenda.

It was noted that the ROW Application from MDU has been pulled for some changes.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute an Application and Permit to Use Right-of-Way No. 632, between Valley County and the Fort Peck Rural County Water District, for the construction of an underground utility line located on New Deal Road Crossing described as the SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 32, T27N, R41E, and SE $\frac{1}{4}$ SE $\frac{1}{4}$, Section 31, T27N, R41E; Fullerton Road Crossing described as SW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 31, T27N, R41E, and NW $\frac{1}{4}$ NW $\frac{1}{4}$, Section 6, T26N, R41E; Galpin Road Crossing: NW $\frac{1}{4}$ NW $\frac{1}{4}$, Section 6, T26N, R41E, and NE $\frac{1}{4}$ NE $\frac{1}{4}$, Section 1, T26N, R40E. (As described by Jed E. Kirkland, P.E., Interstate Engineering.) The motion was seconded by Commissioner Peterson and it unanimously passed.

The next agenda item was to sign the DOD (FFP) Equipment Agreement with DNRC for Firefighting Equipment.

Chairman Pippin explained that this agreement is in regards to the DNRC equipment that is given to the Long Run Fire Department to use for fire fighting. We sign this document every year and Dan Carney, Fire Marshall, oversees this program.

A motion was made by Commissioner Reinhardt directing the Chairman to sign the Department of Defense (DOD) FFP Equipment Agreement between the Montana Department of Natural Resources and Conservation Forestry Division and Valley County. The motion was seconded by Commissioner Peterson and it passed unanimously.

Mrs. Ozark asked if the budgets that were adopted are what the Commissioners are proposing and now the departments can look over them and see if they agree.

Mr. Ozark left the office.

Mrs. Ozark asked if someone does not agree with what their budgets were set at, can they come and banter with the Commissioners to make adjustments.

Chairman Pippin said that the Commissioners don't like to have to make changes in the budgets because it costs money to advertise for the budget hearing and make the changes by resolution, but sometimes a budget has to be changed and it has to be done. Discussion followed.

Mrs. Ozark and Mrs. Davidson left the office.

Chairman Pippin left the office.

Todd Young, Valley County Road Supervisor joined the meeting for the bid opening.

Pursuant to the Call for Proposals published in the local newspaper, at 1:30 p.m. Commissioner Reinhardt opened sealed bids for the Willow Creek Road Repairs. The bids were submitted as follows.

Thompson & Sons \$185,534.04
Glasgow, MT

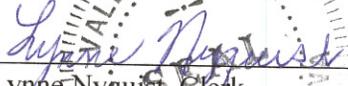
EHC, LLC \$435,420.00
Deaver, WY

Bishop, Inc. \$134,800.00
Malta, MT

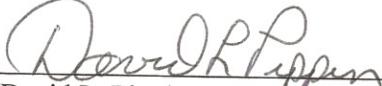
Commissioner Reinhardt said that there will be no decisions made today, these bids will be reviewed and a decision made once it is put on the agenda for consideration.

The meeting was adjourned at 1:45 p.m.

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


David L. Pippin, Chairman

OCTOBER 3, 2014

Chairman Pippin was in the office for a while in the morning and said that the bid of \$5,100 was sufficient for the condominium units at St. Marie.

A letter was sent today to Gary McMartin informing him that the County had accepted his bid of \$5,100 for St. Marie Condominium Units 360 A, B, C and D.

OCTOBER 6, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

A motion was made by Commissioner Reinhardt directing the Chairman to sign the Support Agreement with Nordisk Systems, Inc. for the upgrade, license and support. The motion was seconded by Commissioner Peterson and it passed unanimously.

A motion was made by Commissioner Peterson to dispose of an HP 4515n Laserjet Printer that no longer works, as requested by Mike Bain, Valley County Computer Technician. The motion was seconded by Commissioner Reinhardt and it passed unanimously.

Glen Meier, Valley County Sheriff, and Michelle Ozark joined the meeting.

Sheriff Meier said that he was interested in contracting Mrs. Ozark to be the Valley County Detention Center Nurse who would interview each inmate to verify their health and identify any medical issues that need to be addressed. Mrs. Ozark would develop the admission form to include all medical pertinent information and do a general assessment of each inmate. He said that Dr. Bell told him that they are not dispersing the drugs correctly and a nurse would be able to take over that responsibility so the jail could meet the requirements. He estimated it would be about ten to twelve hours per week. Discussion followed.

Sheriff Meier said that he would like to contract Mrs. Ozark for a year and see how it works. He said he believed the Commissary Fund could pay for this service.

Mrs. Ozark said that during nursing school they did some of their clinical hours working with jailers and inmates.

Chairman Pippin asked what they would do to keep the nurse safe and Sheriff Meier said the jailer or a Deputy would have to accompany her when she is working with an inmate. Discussion followed.

Commissioner Peterson voiced his concern that this would generate unnecessary requests to see the nurse from prisoners and Sheriff Meier said he gets those requests now and it is up to him to look into it and see if they are legitimate needs or not.

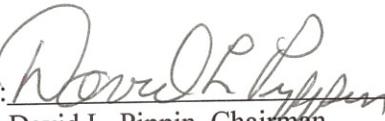
After some discussion it was agreed that Mrs. Ozark would decide what she would need per hour for her services and Sheriff Meier said he would get back to the Commissioners again on the final cost estimates and he and Mrs. Ozark left the office.

The meeting was adjourned at 12:30 p.m.

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


David L. Pippin, Chairman

OCTOBER 7, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

A motion was made by Commissioner Peterson, seconded by Commissioner Reinhardt and carried unanimously to approve the minutes for the month of September, 2014.

Valley County Fair Commission members Bob Hanson, Adam Powell, Jerry Arnold and Fair Commission Secretary Doris Ozark, and Valley County Fair Extension Agents Shelley Mills, and Roubie Younkin joined the meeting.

Chairman Pippin said that we were here today to see how we can make the partnership between the Fair Commission and 4H work together and asked for comments or some insight to accomplish that goal.

Mr. Arnold said that the conflict seems to come down to money. The Fair Commission has cut their budget on a lot of things. They checked around with other Montana counties to see what items other counties are paying for the 4H expenses associated with a Fair, and they found out that Valley County has been paying many things that other counties do not pay for. So, the Fair Commission kind of went with that list. He said they are not just picking on 4H, the Fair Commission has made cuts everywhere else too. The Fair Commission has not had to come in and ask for more money for the past two years because they have made cuts in several areas. He reviewed some items they have cut in the budget. Discussion followed.

Chairman Pippin said that he believes there is a solution to this problem and he wants the Extension Agents to add their thoughts. This meeting is not to start a fight, but a way to get something written down that will resolve this so they do not have to go through this every year.

Commissioner Peterson asked if the Fair Commission believes it is a money problem and is the Fair Commission saying they want to have complete control of how 4H is spending this money.

Mr. Arnold said that the Fair Commission provides a lot of maintenance, the 4H has their work days before the Fair too. In a lot of other counties, their 4H takes care of all of their 4H buildings. He voiced his concern that their budget only goes so far and they are having a difficult time maintaining all those buildings with their current budget. He said a big chunk of their budget is used up on entertainment during the Fair. The Fair Commission does not believe they should pay for the interview judges and many of the other counties do not pay for this either. Discussion followed regarding the funding of their budget.

Commissioner Peterson asked if the Fair Commission does not consider 4H to be part of the Fair experience?

Mr. Arnold said that yes, 4H is a big part of the Fair. There could not be just a 4H Fair and be successful, and the Fair would not be successful without 4H. It takes both of them to create a County Fair. He said that he has spoke with several 4H Council members and 4H Leaders and those people were not aware there was a conflict going on with the Fair Commission and 4H. He said that the Extension Agents did not come to the Fair Commission about any of this, they went to the Board of County Commissioners. He said the Extension Agents told them everything went fine with the Fair this year. He said the Fair Commission would like the Extension Agents to come to them and let them know if there is something wrong. The Fair Commission had two or three meetings with the budget on the agenda and the Extension Agents were not present for those meetings. He said that he would like someone from the 4H Council to attend their Fair Commission meetings because he believed it would go better and they would be kept aware of what is going on. Discussion followed.

Mrs. Ozark asked the group to look at the copies of minutes she had made of the July 16th Board of County Commissioners' minutes when the County Extension Agents met with the County Commissioners regarding the Fair Commission and she asked the Extension Agents to clarify the questions that were brought up then. She said they want to figure out how to make this all work and see what the chain of command is and what is expected of each group, clarifying who is responsible for each group.

Mrs. Younkin said eight years ago when she started here there was a huge conflict between 4H and the Fair Commission Board. When she was first hired as Extension Agent, she was also the Fair Manager. At that time they worked hard at smoothing that out and everyone was working towards a common goal, the County Fair. She said they all want to work together in a social environment to meet the needs of all the groups that are a part of the Fair, 4H, horticulture people, motor sports and rodeo people, and she believes that is what the Fair Board Commission want too.

Mrs. Younkin said she feels that in the past two or three years the Fair Commission and 4H have been in a conflict. She said this conflict is a mystery to them in Extension. She said she would like to ask why the Fair Commission is angry at them and have ill feelings towards 4H.

Mr. Powell and Mr. Arnold said they do not believe there is any anger towards 4H. He said reading that in the minutes was the first clue they had that the Extension Agents felt that way. There were plenty of meetings that the Extension Agents attended and could have brought this up. Discussion followed regarding some Fair Commission meetings and past history.

Mrs. Younkin said that it seemed like they and the Fair Commission were always butting heads about money issues with 4H, and that is why they had come to the County Commissioners to see if it was even an option to give them a 4H budget to possibly eliminate that conflict. She said based on all the work that the 4H groups have done at the Fairgrounds in the past years, indicates that 4H is willing to come in and help to maintain those buildings. Discussion followed.

Mrs. Younkin said that 4H is only asking for about 15.3% of all the tax dollars that come in for the Fair. She said the Fair Commission paid \$5,900 dollars for 4H expenses this past year. She said they had turned in a budget of \$9,300 dollars to the Fair Commission but only spent the \$5,911.

Mrs. Ozark said that 4H did not have to pay the food booth fee of 12½%, which would have been about \$2,000. This would have increased their budget to \$7,900.

Mrs. Younkin said that 4H's estimate of total profit for their food booth was \$2,000, so they would have had a hard time paying the fee, but they have not figured out all the expenses and verify the true profit. Discussion followed.

Chairman Pippin said that because it has appeared there is always a money question between the two entities, the County Commissioners had believed the 4H money could be put into a budget line item that is used only for 4H expenses and perhaps eliminate some of the problems.

Mr. Arnold said that the Fair Commission Board had discussed the option of just giving 4H an agreed amount and let them decide how they want to spend it, but it was never put into a motion. Discussion followed.

Chairman Pippin said that it was discussed to give the 4H a budget to try for a few years and see how that worked for everyone, only as a trial plan.

Commissioner Peterson asked how the balance of expenses that were not paid by the Fair Commission was paid, and Mrs. Younkin said it was paid by the 4H Council. Discussion followed regarding the 4H expenses for the Fair.

Mrs. Ozark said that years ago, before Mrs. Younkin was even there, this conflict was there. She said years ago the Fair Commission asked if a member from the 4H Council would be on the Fair Board. She said she believes there is no partnership between 4H and the Fair Commission. She said that she believes the roll of the Fair Commission is to host a County Fair and/or a junior Fair, advertise the products and resources of the County, do everything they can to hold a successful County Agriculture Fair. She did not understand why it has become 4H's money. She believed all the money should be put in a pot and treated as Fair money to hold a County Fair. A budget is only an estimate of what is proposed, but you may spend more in one category and have money left over in another and the Fair Commission has always paid it. Discussion followed.

Mr. Arnold said he does not believe the Extension Agents relay everything to the 4H Council.

Mrs. Younkin said sometimes they do not want it to sound like there is conflict and paint an ugly picture that is spread all over the County. She said that 4H is the only group that has to submit a budget to the Fair Commission to approve and she asked if the Rodeo or Motor Sports submits budgets.

Mr. Powell said they know exactly what the Rodeo spends.

Mr. Arnold said the Rodeo has been making the Fair Commission a profit of \$3,000, and the Commission does nothing to maintain those grounds. Discussion followed.

Commissioner Peterson asked if they believed the 4H group did nothing to help to maintain the grounds.

Mr. Arnold said that he believed there was no way 4H could make money for them. He said that the Fair Commission Board took a lot of criticism over not charging the 4H food booth the 12½%. Discussion followed regarding some different options for 4H versus Open Class entries.

Mr. Arnold explained a program in another county where some 4H students were allowed to sell their alternate animals and the money is donated back to 4H or the Fairgrounds.

Mrs. Younkin said she did not believe there were enough businesses and buyers locally that could support that many more animals being sold at the Fair's livestock sale. Discussion followed.

Mr. Hanson said that the buildings at the Fairgrounds need a good coat of paint and the Fair Commission Board members have been working on the lawns, trying to make it look nice. He said he always hears about what all the 4H people are doing, and he just does not see what is being done. As soon as the Fair is over, the 4H kids are gone and do not return to do any cleaning. The Rodeo Club and the Motorsports people are back at the fairgrounds fixing what needs to be fixed for the next event. He said maybe 4H could appoint a different 4H group to come back after the Fair and do some cleanup and upkeep, rotating to a different group each year. Discussion followed.

Chairman Pippin said that he believed all groups should be working on and maintaining all of the buildings at the Fairgrounds, because each one uses several services from the Fairgrounds and all need to be maintained.

Commissioner Reinhardt said maybe the Fair Commission could come up with a checklist showing what needs to be done after the Fair, before everyone goes home to make sure they are all aware of what is expected because there may be things that are not even thought of that the Fair Commission wants done. Discussion followed.

Chairman Pippin asked if the Fair Commission would come up with a list of what they would like seen done after the Fair to clean and close up the buildings. Discussion followed.

Mrs. Ozark said the partnership is not with the Fair Commission and the County Extension Agents, it is with 4H.

Mrs. Younkin said that just so the Fair Commission is aware, she was the last person to leave the pig barn and she cleaned up what she could and shut the water off. If the water was found on after that, it was someone else using it, not 4H. Some different options were discussed and some past history problems.

Chairman Pippin said that the money idea was not to take money away but was to stop having the debate over one more thing, money. He said they want to figure out a solution. Let's have the Fair Commission write down what they expect to be done by the 4H group in regards to maintenance and cleaning up after the Fair.

Mrs. Younkin said that she does not want to be in this conflict and she doesn't want the 4H kids involved in this conflict. She said that the 4H kids are very busy and it is hard to take more time away from those kids.

Mr. Hanson voiced his concern that people are not volunteer oriented anymore and that has affected the volunteer emergency services all over the State of Montana. He said we start with our young people teaching them that there are priorities, and volunteering is very important. Then, when they grow up they will be more apt to volunteer and support the community.

Mr. Powell said he has been on the Fair Commission for two years and this is the first time he has heard about this conflict.

Chairman Pippin said that there may be people in the community who may be willing to come out and help with some of the maintenance projects at the Fairgrounds and said they just need to know about it.

Commissioner Reinhardt said he would like the Fair Commission to make a list of what they believe the 4H should do regarding the maintenance of their buildings and give it to the 4H Council to review. Then if there are things they can't do, they can let the Fair Commission know and start there. That won't cure all the problems, but may be a start. He said he would like to see the 4H given their own budget, and let them spend it as they see fit. If they go over the budgeted amount it will have to be paid by the 4H Council or somewhere else. That is the way we do it in other departments and it should be the same here.

Chairman Pippin asked the group if they were agreeable to that.

Mr. Arnold said he would like to have the 4H Council, the Extension Agents and the Fair Commission Board sit down and agree on a budget.

Mrs. Younkin voiced her frustration that 4H has always been a partner in maintaining the 4H buildings at the Fairgrounds. Discussion followed.

Chairman Pippin said let's start with the maintenance list for the 4H group and in four or five months see if there is something more that needs to be done. He said he would like to see a list in the next couple weeks.

Commissioner Peterson said that he believes everybody in this room wants to have a good Fair.

Mr. Powell asked how they were going to come up with a dollar amount for the Fair budget and Chairman Pippin said to look at past history. Discussion followed regarding the budget.

The group left the office.

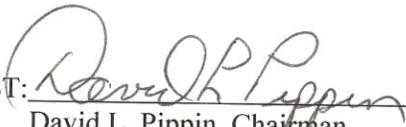
Wayne and Elsie Jacobs visited with the Commissioners about Johnson Road and asked that there be some work done where the flooding occurred late this past summer.

The meeting was adjourned at 3:00 p.m.

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


David L. Pippin, Chairman

OCTOBER 8, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Paul Tweten, Valley County Road Administrator, visited with the Commissioners about some road issues.

Chairman Pippin began Discussion and Decision at 10:35 a.m.

Chairman Pippin asked for any additions and/or deletions to the agenda and said they have the Treasurer's Report to add and some contracts from Great West Engineering that needs to be considered.

There was no public comment submitted.

The next item on the agenda was Notices of Employment or Termination and there were none submitted for action.

The Willow Creek Road Project bids were the first item for action.

Chairman Pippin said the bids were opened on October 1, 2014. FEMA has not decided if there will be any funding there, so Valley County will not move forward with this project until there is verification of funding, but we can choose a company and let them know that as long as the FEMA funding is approved, they were the low bidders.

A motion was made by Commissioner Peterson to accept the bid submitted by Bishop, Inc., to accept their bid of \$134, 800.00, contingent on the approval of the funding through State DES and/or FEMA. The motion was seconded by Commissioner Reinhardt and passed unanimously.

The Right-of-Way Application from MDU was the next item on the agenda.

MDU has not resubmitted their application so there is no action to be taken there.

A motion was made by Commissioner Reinhardt, seconded by Commissioner Peterson and passed unanimously to sign the Valley County Treasurer's Report for the month ending September 30, 2014.

The added agenda item of the Great West Contracts was the next item up for consideration.

A motion was made by Commissioner Reinhardt to sign Task Order No. 4- CTEP Sidewalk Improvements, Great West Engineering Projects No. 1-13150, agreeing to pay Great West \$29,800 for consulting services for the three sidewalk projects in Opheim, Nashua and Hinsdale. The motion was seconded by Commissioner Peterson and it passed unanimously.

Commissioner Reinhardt said these projects will not be done until next year and the bidding will be advertised in February or March, 2015.

Mr. Ozark left the office.

Chairman Pippin left the office.

A motion was made by Commissioner Reinhardt to pay Gaffaney's of Glasgow \$513.25 out of Local Option Tax funds for an office chair for the City/County Library. The motion was seconded by Acting Chairman Peterson and it passed.

A motion was made by Commissioner Reinhardt authorizing the Acting Chairman to execute a Notice of Employment for Terry Young as a permanent, part-time Driver for the Transit beginning October 6, 2014, at \$11.54 per hour. The motion was seconded by Acting Chairman Peterson and passed.

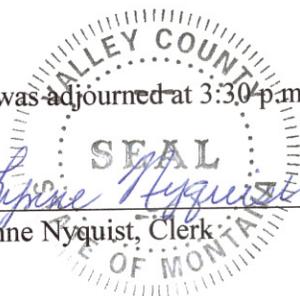
A motion was made by Commissioner Reinhardt authorizing the Acting Chairman to execute a Notice of Employment for Angela Peterson as a temporary, part-time Secretary for the Health Department beginning October 8, 2014, at \$12.66 per hour. The motion was seconded by Acting Chairman Peterson and passed.

Wayne Waarvik, RDO Equipment, stopped in to get signatures on the contract for the Road Department's backhoe loader that was awarded to that company last week.

Mr. Waarvik submitted a letter requesting an extension to his Leave of Absence to end December 31, 2014.

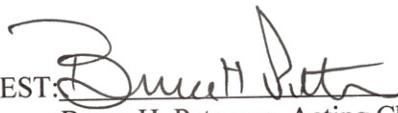
The meeting was adjourned at 3:30 p.m.

ATTEST:

 A circular seal for Valley County, Montana. The outer ring contains the text "VALLEY COUNTY" at the top and "STATE OF MONTANA" at the bottom. In the center, the word "SEAL" is written in a bold, serif font. Overlaid on the seal is a handwritten signature in blue ink, which appears to be "Lynne Nyquist".

Lynne Nyquist, Clerk

ATTEST:

 A handwritten signature in blue ink, which appears to be "Bruce H. Peterson".

Bruce H. Peterson, Acting Chairman

OCTOBER 9, 2014

Chairman Pippin attended Bison Panel meeting in Great Falls today.

OCTOBER 10, 2014

Mark Gruener, DES District 6 Representative, phoned to inform the Board that President Obama did declare Valley County a disaster so that will open up some FEMA funding to help pay for the roads that were damaged in the last flooding incident.

OCTOBER 14, 2014

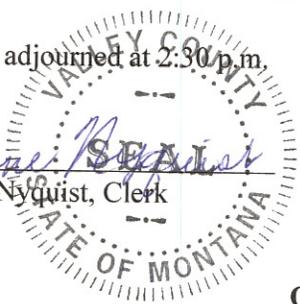
The Board of County Commissioners met in regular session in the office of the Commissioners with members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Commissioner Peterson will be Acting Chairman today in the absence of Chairman Pippin.

A motion was made by Commissioner Reinhardt to grant Wayne Waarvik, Jr., the extended Leave of Absence until December 31, 2014, as requested by Mr. Waarvik. The motion was seconded by Acting Chairman Peterson and the motion carried.

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

ATTEST: Lynne Nyquist
Lynne Nyquist, Clerk



ATTEST: Bruce H. Peterson
Bruce H. Peterson, Acting Chairman

OCTOBER 15, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Chairman Pippin will not be in today so Commissioner Peterson will be Acting Chairman today.

Commissioner Reinhardt left the office to visit with Nick Murnion, Valley County Attorney.

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

Commissioner Reinhardt returned to the office.

Acting Chairman Peterson began Discussion and Decision at 10:38 a.m.

There were no additions and/or deletions to the agenda noted.

There was no public comment submitted.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Chantill Garcia as a permanent, part-time facility cleaner for the Transit beginning October 18, 2014, at \$10.80 per hour. The motion was seconded by Acting Chairman Peterson and passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Charles Daniels as a permanent, part-time driver for the Transit beginning October 14, 2014, at \$12.04 per hour. The motion was seconded by Acting Chairman Peterson and passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Neva E. McCombs as a permanent, part-time dispatcher for the Sheriff's Office beginning October 18, 2014, at \$12.16 per hour. The motion was seconded by Acting Chairman Peterson and passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Anita Little as a temporary, part-time Home Health Homemaker for the Council on Aging beginning October 1, 2014, at \$12.00 per hour. The motion was seconded by Acting Chairman Peterson and passed.

The next item on the agenda for consideration was TransCanada Keystone Pipeline LP Road Right-of-Way easement extensions.

Acting Chairman Peterson said that Dan Forbes, TransCanada Pipelines Permit Supervisor, has submitted a letter requesting another two year extension on the permit applications that were originally approved in 2011, and then extended to 2014.

A motion was made by Commissioner Reinhardt to extend the following approved Right-of-Way permits to December 31, 2016, that were submitted by TransCanada Keystone Pipeline LP and originally approved in 2011.

Permits No. 473	No. 478	No. 480	No. 512	No. 513	No. 514
No. 515	No. 516	No. 517	No. 521	No. 522	No. 523
No. 524	No. 525	No. 526	No. 527	No. 528	No. 529
No. 550	No. 551	No. 567	No. 568	No. 574	No. 577
No. 592	No. 593	No. 594	No. 595	No. 596	No. 597
No. 598					

The motion was seconded by Acting Chairman Peterson and the motion carried.

The MACo Inmate Excess Medical Insurance renewal was the next item on the agenda.

Acting Chairman Peterson said this was the insurance provided by MACo that Valley County has carried for the past couple of years. Glen Meier, Valley County Sheriff, had reviewed the policy and recommended that Valley County continue with this.

A motion was made by Commissioner Reinhardt that Valley County will continue with the MACo Inmate Excess Medical Insurance program, effective November 1, 2014 to October 31, 2015, seconded by Acting Chairman Peterson and the motion passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute an Application and Permit to Use Right-of-Way No. 633, between Valley County and P.L. Thievin & Sons, Inc., for the construction of an approach located on Section 2, Township 35N, Range 43E, Block 9, Lot 9 in Richland, MT. The motion was seconded by Acting Chairman Peterson and it passed.

The Thievin's have purchased the culvert for this approach, and the Valley County Road Department will install it and complete the approach per an earlier decision made by the Valley County Commissioners at the June 25, 2014, meeting.

Mr. Ozark left the office.

A motion was made by Commissioner Reinhardt to publish the following Notice in the local paper. The motion was seconded by Acting Chairman Peterson and passed.

**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, in one package the following surplus property;

1995 CAT 446B Backhoe Loader; #5BL00764; 6,595 hours; does have a cracked transmission housing. May be seen at the Valley County Road Department Shop.

Sealed bids will be due by 5:00 p.m., Friday, November 7, 2014, 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.

ANY AND ALL REASONABLE OFFERS WILL BE CONSIDERED. For further information contact Paul Tweten, Valley County Road Administrator, at 263-7893.

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

DATED this 15th day of October, 2014, by order of the Board of County Commissioners.


ATTEST: Lynne Nyquist, Clerk

David L. Pippin
David L. Pippin, Chairman
Board of County Commissioners

(Published October 29, 2014)

Commissioner Reinhardt left the office.

Dan Taylor and Glen Meier, Valley County Sheriff, visited with Commissioner Peterson about a variety of issues.

The meeting was adjourned at 11:45 a.m.
ATTEST: Lynne Nyquist, Clerk

Bruce H. Peterson
Bruce H. Peterson, Acting Chairman

OCTOBER 17, 2014

Chairman Pippin traveled with Glasgow Mayer Becky Erickson to Glendive today to attend the Action for Eastern Montana Governing Board meeting.

OCTOBER 20, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Chairman Pippin, was at Fort Belknap today attending the FEMA meeting, with Todd Young, Valley County Road Supervisor and Paul Tweten, Valley County Road Administrator.

Vicky Wetz, Council on Aging (COA) Supervisor, visited with Commissioner Peterson about an employee issue.

Commissioner Peterson left the office for the day and will be out of town and returning sometime Wednesday of this week.

Mike Bain, Valley County Computer Technician, updated Commissioner Reinhardt on the current activity with the computer tech services.

Chairman Pippin, Paul Tweten, Valley County Road Administrator, and Todd Young, Valley County Road Supervisor visited with Commissioner Reinhardt about their FEMA meetings they attended today. They were all very much encouraged that FEMA will be repairing all the flood damaged areas in Valley County.

Chairman Pippin left the office for the day.

The group discussed a variety of road repairs needed and left the office.

Commissioner Reinhardt left the office for the day.

OCTOBER 21, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, member David Reinhardt and Recording Secretary Joanne Strommen present.

Julie Hubly and Kathy Larson, representatives of Liberty National Life Insurance Co., visited with the Commissioners about some insurance supplements that their company could provide for Valley County employees.

A follow-up meeting was scheduled for November 5th, when all the Commissioners can be present and Ms. Hubly and Ms. Larson left the office.

Norm Girard visited with the Commissioners about a variety of issues including an update on the Valley County Historical Museum building project.

Chairman Pippin left the office to attend the 911/LEPC Board meeting over the noon hour.

Wayne Waarvik visited with the Commissioners about a variety of issues.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Margaret A. Markle as a permanent, part-time Deputy Clerk (75%) for the Clerk of Court's Office effective October 6, 2014, increasing her pay to \$15.25 per hour. The motion was seconded by Chairman Pippin and the motion passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Jacob Knaff as a permanent, full-time Bridge Lead Man for the Road Department effective September 22, 2014, increasing his pay to \$19.05 per hour. The motion was seconded by Chairman Pippin and the motion passed.

A motion was made by Commissioner Reinhardt directing the Chairman to sign the Memorandum of Understanding between the Montana Department of Fish, Wildlife, & Parks and Valley County to provide certain resources to operate an AIS Watercraft Inspection Station (WIS) around the Fort peck Reservoir. The motion was seconded by Chairman Pippin and the motion carried.

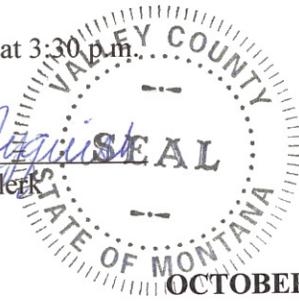
Chairman Pippin left the office.

Commissioner Reinhardt attended the Refuse District Board meeting at 5:00 p.m.

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

ATTEST:

Lynne Nyquist, Clerk



ATTEST:

David L. Pippin, Chairman

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Vicky Wetz, Council on Aging (COA) Supervisor, visited with the Commissioners about an employment issue to receive some direction.

Commissioner Peterson left the office for the day.

Paul Tweten, Valley County Road Administrator, updated Commissioner Reinhardt on some road issues and the current projects they are working on.

Vivian Hand stopped in and visited with the Commissioners.

Commissioner Reinhardt left the office.

Chairman Pippin left the office.

The meeting was adjourned at 3:00 p.m.

ATTEST:

Lynne Nyquist, Clerk



ATTEST:

David L. Pippin, Chairman

OCTOBER 23, 2014

Chairman Pippin was in the office for a while in the morning.

OCTOBER 24, 2014

Chairman Pippin was in the office in the morning.

OCTOBER 27, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Olness & Associates are here for the next three days doing the FY 2013/14 audit for Valley County.

Pam Walling, MACo Health Insurance Rep., joined the meeting.

Mrs. Walling said she was working with Valley County payroll regarding the Life Insurance policies and she discussed a coverage issue for a current Valley County employee. Mrs. Walling said she will discuss this personally with the employee and see what can be done to make sure she will have some insurance coverage when her Valley County health insurance runs out.

Norm Girard interrupted the meeting and asked the Commissioners about a drain that was installed along the Museum Building several years ago. He said the new Museum building is coming along nicely and he left the office.

Mrs. Walling discussed a change in the Medicare Supplement policy that is provided to the Valley County retired employees, and showed the Commissioners how to use the Health Insurance Blue Book

service that is available on the internet which shows the average cost of various surgeries, medications and other health procedure costs.

Mrs. Walling left the office.

Dwayne and Theresa Turner joined the meeting.

Mr. Turner said that he had the facts that he printed in his various letters in the local news sources. He said the people in Valley County do not know who the Valley County Airplane belongs to. He said the plane has Valley County Sheriff printed on it and that tells him the plane belongs to Glen Meier.

Chairman Pippin said that the Valley County Sheriff is a name, and at this particular time the Sheriff is Glen Meier, which is an elected position. The plane came from a Homeland Security program and is identified as being the property of the Valley County Sheriff's Department.

Mr. Turner said yes he knew that, it cost \$3,500 dollars.

Chairman Pippin said he believed the cost of the plane was \$2,500 to Valley County. Glen Meier has no personal ownership, it just comes with the job. He said it is no different than the maintainers in the County. Chairman Pippin signed his name on the contract, but he has no ownership. There are only three people who are listed on our insurance as airplane pilots who are covered with liability to fly this plane.

Mr. Turner asked why the County did not carry full coverage on the plane so it would have been covered and fixed from the accident. Most deductibles are only \$500.

Chairman Pippin said that it was a budget decision made by the Commissioners to only carry this amount. There is a \$2,000 deductible requirement for any claims submitted to our insurance carrier for all other departments. The program which the plane was received through requires that a County must retain ownership of the plane for at least five years, and then it becomes the County's to do with as they please. Discussion followed.

Mr. Turner asked why there was not a report in the local newspaper when the plane crashed.

Chairman Pippin said that this incident did not go through Dispatch because there were no emergency services needed, and he believed that the newspaper gets a lot of their information from the 911 reports.

Mr. Turner said it would still have been reported to the County so why wasn't it reported to the paper.

Chairman Pippin said that we would not report these things to the paper, they do their own reporting and will sometimes come in and get more information on some news.

Mr. Turner said that he believed that once the airplane crashed, it was taken out to Gary Martin's ranch for two weeks then flown to Scobey for repairs. He asked if the plane was inspected to verify that it was safe, or was it just flown anyway.

Chairman Pippin said that Gary Martin is the FAA ANG, who is certified to inspect any aircraft incidents and he declared it was not a "crash" but an incident. Mr. Martin had verified it was safe to fly out for repairs. That is why it was taken to that location, so Mr. Martin could inspect it. Two bids were gathered, one locally and one from Scobey. The Scobey business was considerably cheaper so it was taken there.

Mr. Turner said that he spoke with the local airplane repair business and Mr. Turner was told that the business was not sure what exactly was wrong so they would not be able to give an accurate bid amount.

Chairman Pippin said he spoke with Gary Martin about this incident, and Mr. Martin said that anyone could call him to get information about this incident and Chairman Pippin gave Mr. Turner Mr. Martin's phone number and encouraged him to call and discuss this incident with Mr. Martin and get the facts.

Mr. Turner said that because it was never reported in the paper it looks like a cover up. He discovered it was Sheriff Meier flying the plane when he spoke with him about another issue. Mr. Turner said Sheriff Meier told him it wasn't in the newspaper because it was not newsworthy. Mr. Turner said he believed damages of \$6,600 is newsworthy. Discussion followed.

Mr. Turner asked if the Sheriff was certified to fly this plane. He said he has documents verifying that Valley County paid for Sheriff Meier to get his flying certification.

Chairman Pippin said that because this plane requires a special certification, we paid for Sheriff Meier to get that additional certification because we have to pay the other pilots to fly for us, but Sheriff Meier does not cost us anything to fly this plane. Discussion followed.

Mr. Turner said he would like to see the Homeland Security documentation for the plane that verifies that the plane has to say Valley County Sheriff on it. Discussion followed.

Mr. Turner asked why Bob Hanson, Long Run Fire Department Chief, was denied the use of the airplane three times. He said that he spoke with Mr. Hanson on the phone about this.

Chairman Pippin said he was not aware of this incident but would find out. Discussion followed.

Mr. Turner said that he hears about these things out in the public and he doesn't say anything unless he has the facts. All he wanted to know was who was flying it and if everyone was alright. If it had been in the newspaper it would take care of these questions. Discussion followed.

Chairman Pippin said that when a maintainer tipped over, it was in the paper, but the Commissioners did not report it to the paper, it was the paper's decision.

Mr. Turner asked if a PD 830 was filed with the National Transportation Safety Bureau (NTSB).

Chairman Pippin said that everything that was required was filed. Gary Martin is the agent that takes care of those incidents and he took care of everything that needed to be done, inspected it and said it was safe enough to fly to Scobey for the repairs. Mr. Turner should contact Gary Martin to get more verification.

Mr. Turner said that he looked and there was no incidents reported. He said he spoke with someone at the NTSB and asked about the accident being reported and Mr. Turner was told that anything that causes the pilot to veer from his normal direction, that causes physical damage, must be reported. He gave the NTSB the tail number of the Valley County plane and there was nothing listed. Mr. Turner said he is basing his information on what these people tell him.

Chairman Pippin said Mr. Martin could explain that.

After some discussion it was verified by Mr. Turner, that Mr. Hanson was told no, the fire department could not use the plane because there was not a pilot available at that time, not that the fire department was denied the use of the plane.

Mr. Turner asked who insured the plane and Chairman Pippin verified that Valley County had to get a special insurance to cover this plane and it was added to Valley County's insurance. Discussion followed.

Chairman Pippin asked if there was anything else that Mr. Turner wanted to discuss and Mr. Turner asked that if any of the deputies wanted to take flying lessons, would that be paid by Valley County and on County time also.

Chairman Pippin said no, unless something changed. Discussion followed regarding who is qualified to fly the plane and future options.

Mr. Turner said he had one last question, on the form it states that Glen Meier paid \$2,000 of the bill to fix the plane. Did Valley County reimburse Sheriff Meier for that \$2,000.

Chairman Pippin said no, the deal was that there was something extra Sheriff Meier wanted done to the plane while they were working on it, so he paid for that himself. Discussion followed.

Chairman Pippin said that when the opportunity came up for Valley County to get this plane, it was his intent that in five years if it was not used and beneficial to the County, then it would become Valley County property and they could sell it, making it a profitable investment. He said Commissioner Reinhardt had said if it was not beneficial enough for Valley County to have that plane, Commissioner Reinhardt would suggest it be given to another County to use.

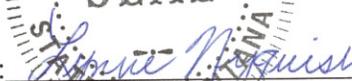
Mr. Turner said he has not seen anywhere in the papers where the plane has been used for anything.

Chairman Pippin said it was used for each flooding disaster that Valley County has had to look at the damage that was done to roads, other things he did not know.

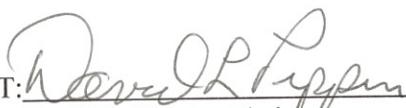
Mr. Turner said he did not ever say in his articles to vote for either candidate, he just had questions that have come up that he wanted answered and Mr. Turner left the office.

The meeting was adjourned at 3:00 p.m.

ATTEST:


Lynne Noquist, Clerk

ATTEST:


David L. Pippin, Chairman

OCTOBER 28, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Commissioner Peterson said he had received a call from Bud Anderson, TransCanada Keystone Pipeline Representative and Mr. Anderson was checking on the status of the approval for the permitting of the two Man Camps that will be in Valley County if the oil pipeline is approved. Mr. Anderson asked if René Clampitt, Planner/911/GIS Supervisor, who has been out with some medical issues, would be able to have a decision on the permitting by the end of the year. Commissioner Peterson told Mr. Anderson he would discuss this with Mrs. Clampitt and he believed Mrs. Clampitt was going to have another planner review the documents and will hopefully have an answer by the end of December for TransCanada Keystone Pipeline, Inc.

Vickie Delger, Wolf Point, visited with the Commissioners about the position of a human relations (HR) director that Valley County is considering developing. They are considering this to be a shared position with Sheridan, Roosevelt and Daniels Counties, as they currently are doing with a Safety Coordinator.

Commissioner Peterson said that he has been trying to develop this program with these four counties but they haven't completed the logistics of the position yet.

Mrs. Delger said that HR services are a lot of "on demand" episodes and if you are sharing someone with four other counties than you probably won't get the response when needed. She would suggest using someone from out of the community to do Valley County's HR work, someone not associated with anyone in the community.

Commissioner Peterson asked how many hours Mrs. Delger would estimate this position to take.

Mrs. Delger said that it is hard to say how much time it would take because there are so many things an HR person can do. A lot of the time involved would depend on what the County decides the position would require. One does not know when an incident may happen that would require HR services, so she would suggest the position be a contracted position instead of set days and hours. Discussion followed.

Chairman Pippin said he would like to see exit interviews done for every employee and Commissioner Reinhardt said he would like yearly job evaluations to be done for each employee.

Mrs. Delger said that exit interviews can be a very useful tool if they are followed up with and used. She said she would recommend Valley County adopt MACo's suggested Personnel Policy. She said that Black Mountain has an HR component to their software program that she would recommend too. Discussion followed.

Commissioner Peterson asked how much she thought she would want for pay if she did something like this.

After some consideration, Mrs. Delger said she would possibly consider around \$25 per hour plus mileage, and it to be a contracted position with the use of the HR Black Mountain software that she could access remotely. There needs to be a job description developed that states exactly what is expected of this HR position. Discussion followed regarding some of the possible responsibilities that would be included. Mrs. Delger said she would still use the MACo lawyers as a valuable resource and maybe the Valley County Attorney.

Mrs. Delger said it is very important to train the Department Heads and Commissioners so they all follow standardized procedures and all use the same correct forms.

After some discussion the Commissioners assured Mrs. Delger that they would contact her if, or when this position may come available and she left the office.

Commissioner Peterson and Commissioner Reinhardt left the office to participate in the quarterly jail inspection with Glen Meier, Valley County Sheriff.

Commissioner Reinhardt and Commissioner Peterson returned and said the jail inspection went very well and they did not find any problems or deficiencies.

Rick Seiler, Valley County DES Coordinator, joined the meeting to attend the bid openings.

Pursuant to the Call for Proposals published in the local newspaper, at 3:00 p.m. on Tuesdays, the 28th day of October, 2014, Chairman Pippin opened the sealed bids to develop and produce a FEMA approved Pre-Disaster Mitigation Plan (PDM), for each of the following Counties; Valley, Daniels, Sheridan and Roosevelt. He verified that all the requirements were met and the results were submitted as follows:

Barb Beck P.O. Box 870 Red Lodge, MT 59068	\$91,745	\$22,936.25 / County
H2O Partners, Inc. 260 Addie Roy Austin, TX 78746	\$145,650	\$36,412.50 / County
Tetra Tech 303 Irene Street, Helena, MT 59601		\$27,000 / County

There will be no decisions made today. Mr. Seiler will meet with the four counties involved with this project to make the final decision.

A motion was made by Commissioner Peterson directing the Chairman to sign the a letter to the Montana Disaster and Emergency Services appointing Rick Seiler as the Applicant's Agent for the Pre-Disaster Mitigation Grant Program project to update Valley Daniels, Sheridan and Roosevelt County's PDM Plan Project. The motion was seconded by Commissioner Peterson and it passed unanimously.

Todd Young, Valley County Road Supervisor, visited with the Commissioners and updated them on the FEMA projects and said that Valley County was awarded about 35 road repair projects at a total of about \$300,000.

Mr. Seiler and Mr. Young left the office.

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

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk

ATTEST:

David L. Pippin
David L. Pippin, Chairman

OCTOBER 29, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, members Bruce H. Peterson and David Reinhardt and Recording Secretary Joanne Strommen present.

Commissioner Peterson left the office to participate in the jury selection process because he had been drawn for the jury pool for District Court.

Sandra Boese stopped in and made an appointment to meet with the Commissioners at 10:00 a.m.

Commissioner Reinhardt joined the meeting.

Sandra Boese returned to the office for her meeting.

Lynne Nyquist, Valley County Clerk and Recorder, joined the meeting.

Chairman Pippin said that he was going to excuse himself from this meeting because he had an issue going on with Mrs. Boese that has nothing to do with Valley County, but he does not want to jeopardize any actions taken and he turned the meeting over to Commissioner Reinhardt and left the office.

Commissioner Reinhardt said that this issue is an employee issue and so he would be closing this meeting to the public, and the meeting was closed from 10:05 a.m. to 10:25 a.m.

After the meeting was reopened, it was verified to Mrs. Boese that she would be contacted this afternoon with some answers to her questions and Mrs. Boese left the office.

Mrs. Nyquist left the office.

Bonnie Davidson, Glasgow Courier joined the meeting.

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

Chairman Pippin asked for any additions and/or deletions to the agenda and for public comment and none were given.

The first thing on the agenda for action was Employment/Termination Notices.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Brian Austin as a Landfill Supervisor for the Refuse District increasing his pay to \$20.77 per hour retroactive to July 1, 2014. The motion was seconded by Chairman Pippin and it passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Mark Arneson as a Landfill Assistant for the Refuse District increasing his pay to \$18.65 per hour retroactive to July 1, 2014. The motion was seconded by Chairman Pippin and it passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Jim Wilson as a Landfill Laborer for the Refuse District increasing his pay to \$13.80 per hour retroactive to July 1, 2014. The motion was seconded by Chairman Pippin and it passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for Kari Knierim as the Landfill Secretary for the Refuse District increasing her pay to \$15.30 per hour retroactive to July 1, 2014. The motion was seconded by Chairman Pippin and it passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Employment for August Aho as a Landfill Operator for the Refuse District increasing his pay to \$18.35 per hour retroactive to July 1, 2014. The motion was seconded by Chairman Pippin and it passed.

A motion was made by Commissioner Reinhardt authorizing the Chairman to execute a Notice of Termination for Beth Cross as Cleaner for the Transit effective October 18, 2014. The motion was seconded by Commissioner Peterson and passed unanimously.

The next item on the agenda was to Cancel Warrants for the Clerk & Recorder and the Clerk of Court.

A motion was made by Commissioner Reinhardt to approve the cancellation of the following Valley County warrants that have remained uncalled for one year or more in the County Clerk's Office. The motion was seconded by Chairman Pippin and it carried.

Warrant #	Amount	Name Issued	Date Issued
Claims Fund - 7930			
(Warrant out of Fund 1000-General) Claim #59746			
#60556	\$19.77	Dustin Kittleson	June, 2013
(Warrant out of Fund 1000-General) Claim #59776			
#60587	\$12.00	Mitch McIntyre	June, 2013
(Warrant out of Fund 1000-General) Claim #59797			
#60610	\$12.00	Ronald Nixdorf	June, 2013
(Warrant out of Fund 2990-Transportation) Claim #60484			
#61302	\$72.50	The Print Shop	October, 2013
(Warrant out of Fund 5410-Refuse Disposal) Claim #60484			
#59760	\$350.00	Myrstol Metals	February, 2013
TOTAL CLAIMS: \$466.27			

A motion was made by Commissioner Reinhardt to approve the cancellation of the following Valley County warrants that have remained uncalled for one year or more in the Clerk of Court. The motion was seconded by Chairman Pippin and it carried.

Warrant #	Amount	Name Issued	Date Issued
#2191 CW 55	\$75.00	Nickolas Dirkes	02-22-13
#2194 CW 55	\$108.90	Jon Engstrom	02-22-13
TOTAL CLAIMS: \$183.90			

The Courthouse roof was the next item on the agenda.

Chairman Pippin said that they had received a quote from CentiMark who had been here and looked at the roof. The quote was done for budgetary purposes. If it is decided to replace the roof, the job will have to be put out on bids.

Commissioner Reinhardt said that he had sent a copy of the quote to Mike Stevenson, AIA, Stevenson Design, who was the architect for the Detention Center, and Mr. Stevenson said he will be in Glasgow in

a week or so, and will stop and visit with the Commissioners. Commissioner Reinhardt said Mr. Stevenson still thinks that a spray coating would be enough to repair the roof.

Chairman Pippin said that they will see what Mr. Stevenson recommends and discuss it with him. Discussion followed regarding the past history with the construction of the Courthouse and the problems associated with the roof.

Chairman Pippin said that the auditors were here performing the FY 2013-14 audit and it looked like things were going well.

Mrs. Davidson left the office.

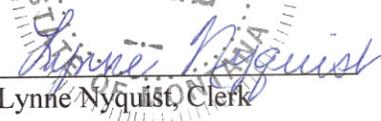
Chairman Pippin left the office.

Commissioner Peterson left the office.

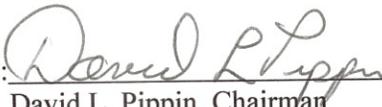
Brent Olness visited with Commissioner Reinhardt about the Long Run Fire Department's new building plan. After Commissioner Reinhardt verified that the building project is being done through various Long Run Fire Department funds and some help from the Commissioners through PILT funds, Mr. Olness said that this was the correct way for it to be handled, as it will be owned and insured by Valley County once completed.

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

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


David L. Pippin, Chairman

OCTOBER 30, 2014

The Board of County Commissioners met in regular session in the office of the Commissioners with Chairman David L. Pippin, member Bruce H. Peterson and Recording Secretary Joanne Strommen present.

Ernie Olness, Olness & Associates joined the meeting.

Mr. Olness said that he has recommended that the Airport and Refuse all go to an accounts receivable process, submitting all receivables to the Clerk and Recorder's Office and the Treasurer's Office. This process has all payments from statements that are mailed out go to the Treasurer's Office. This process makes it so there is more than one person dealing with the whole process, with two or more tracking the payments.

Mr. Olness said that the County Commissioners could require and review monthly receivable reports from these entities and be more involved. Discussion followed.

He said that the Health Department is a little different process and he would like them to utilize Quick Books for their billing process to track the payments that have been made, in addition to the payments that have not been made, and they can follow up on those outstanding receivables. Currently, the Supervisor opens the mail and stamps the checks and then those checks are passed on to another employee who enters all the information, so there is more than one person handling the payments now.

Mr. Olness reviewed the health department's inoculation inventory process. He said that he believed if they went to Quick Books it would also help them in that inventory process. They currently justify their inventory to all their immunization records on a monthly basis and struggle to get it to balance. He suggested they justify the inventory to their immunization records on a weekly, or daily basis, making it easier to track. Discussion followed.

The Airport has numbered receipts that could be reconciled with the deposits and the fuel inventory by two people, and that would help segregate the duties and make sure it is being reconciled by another individual.

The Airport and Refuse have a fairly good system with their accounting practices. The Health Department needs to develop their policy. Mr. Olness said that Mrs. Boreson asked lots of questions and has gathered the information to meet the requirements, they just need to start following procedures that will reconcile the accounting. The important thing is that one person does not have full control of the billing and receiving process in any one department.

Mr. Olness said Brenda Anderson, Valley County Treasurer, has a good understanding and is willing to assist these departments with their deposits. Discussion followed.

Chairman Pippin asked if there was another county that has an accounting system set up that would work for the health department and Mr. Olness said Fergus County has a good accounting system set up. He said that Mrs. Boreson could call the other County Health Departments and find someone that has an accounting system that is similar to Valley County services, and then go to that County for training. Discussion followed.

Lynne Nyquist, Valley County Clerk and Recorder, and Brenda Anderson, Valley County Treasurer, joined the meeting.

Mr. Olness submitted a copy of the draft Schedule of Findings and Questioned Costs for the Year Ended June 30, 2014. He said that the Clerk and Treasurer's Offices are all good to work with and do a good job of gathering the information in a timely manner for the auditors during their audit.

Mr. Olness said that several of the findings are repeats and will always be on the audit findings. He reviewed the findings.

SECTION I - SUMMARY OF AUDITOR'S RESULTS (See document for this standard information.)

SECTION II - FINANCIAL STATEMENT FINDINGS

2014-1 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.

Effect: Qualified audit opinion.

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 inventory of all county-owned assets; however, it was determined the inventory was not complete. Detail lists were sent to department heads to reconcile the differences. As of June 30, 2014, the corrected equipment lists from the department heads were not used to update the equipment subsidiary records and the general ledger accounts. Additionally, a complete list of land, buildings and improvements should be developed. The information should include date of purchase and historical cost. If historical cost is not available, an estimated historical cost should be developed.

Mr. Olness said that he believed there needs to be a full inventory done of capital assets, whether it be internally, or hiring a company to do it. There needs to be a list of what the County owns, when it was purchased and the cost at the time of purchase. Once the inventory is gathered and verified, it needs to be updated on a yearly basis. He said this is usually done through the Clerk & Recorder's Office. He said he believed Valley County's policy has \$5,000 as the set dollar amount for all capital assets to be recorded. He also suggested a video be taken yearly of all the offices to verify inventory for insurance purposes. Discussion followed.

Mr. Olness said that once a good, verified inventory is done, the auditors will update the asset inventory every year the audit is done. Since they have done Valley County audits, 2008, they have added any building improvements through the years as long as it was over the \$5,000 limit. There are very few things in the Courthouse that would be on the capital asset list because it does not have a value of \$5,000 or more. Discussion followed.

Brent Olness stopped in and explained that, to get the historical cost of Valley County owned land, we could use the CPI index website which gives past history dollar values. So, once the year of acquisition of the land is acquired, a current value of that land verified, we can then get the historical cost which will complete our land inventory for assets.

2014-2 Supply Inventory

Criteria: U.S. generally accepted accounting principles require materials and supply inventory be recorded in the financial statements.

Condition: The government performed year-end physical counts of materials and supplies for the road, bridge, weed and mosquito. However, the amounts were not recorded in the general ledger. Additionally, year-end inventories for the airport fuel were not performed.

Cause: Unknown

Effect: Assets of the governmental activities, general fund, road fund and aggregate remaining fund information are understated, net assets are understated and expenses are overstated.

Recommendation: Year-end physical counts of materials and supplies for the road, bridge, weed, airport, and mosquito funds should be performed as of June 30, 2015. Once completed, the results should be forwarded to the Clerk and Recorder. A year-end journal voucher should be posted to the general ledger to record the inventory, related expenditure and prior period adjustments for beginning balances in each of the respective funds.

The auditors have a good starting inventory value now for the Road, Airport and Weed/Mosquito Districts so they will be able to come up with the correct values at the end of this year. Each department has left over inventory that will need to be carried over into the next budget year. Mr. Olness said from a budget standpoint, the remaining inventory is expenses that will not be spent in the next year's department's budget, so it is deceiving. These inventories also need to indicate which fund paid for the material at the time it was purchased. Discussion followed.

2014-3 Financial Statement Preparation

Criteria: We were engaged to assist in the preparation of the government's financial statements and schedule of expenditures federal awards (SEFA). The government ensures the quality of its financial statements and SEFA by engaging a qualified audit firm with expertise in governmental audits and by reading a preliminary draft of the financial statements.

Condition: The government does not have specific controls in place to review the selection and application of accounting principles and resulting disclosures and presentations within the financial statements and SEFA.

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

Effect: It is common within the governmental sector 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: The government should continue to read its draft financial statements and SEFA and ensure the quality of the document and the preparer.

2014-4 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 for the year ended June 30, 2014.

Effect: The government did not engage an actuarial firm to determine the OPEB liability and related expense.

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

2014-5 Segregation of Duties

Criteria: Segregation of duties refers to assigning tasks among personnel so that no one person handles substantially all aspects of a transaction.

Condition: In many financial areas, including federal award programs, the government lacks segregation of duties.

Cause: The extent to which the government can segregate duties is limited based on the number of personnel, their skill set and work load, and organizational structure.

Effect: The risk of errors or irregularities occurring and not being detected in a a timely manner increases when a lack of segregation of duties exists.

Recommendation: There are inherent inefficiencies with full segregation of duties and inherent risks with the lack of segregation of duties. The cost versus benefits for both should be considered. The government should continue to evaluate its segregation of duties and when possible assign tasks to strengthen controls.

Segregation of duties is always a problem in small counties and will always be noted on an audit. The County needs to include at least two people in all accounting procedures to segregate duties as much as possible.

2014-6 Justice of the Peace

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 operation 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.

Mr. Olness said this comment is noted in every audit they do because the current State Justice of the Peace program does not meet the monthly reconciliation requirement. All time pays need to be reconciled every month.

2014-7 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.

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 for the overall fair be reviewed and updated to strengthen internal control over the fair operations.

This was discussed last year, the fair needs to have formal accounting policies and procedures documented and followed with segregation of duties being followed.

2014-8 Health Department

Criteria: Written accounting policies and procedures provide guidance to the health department administrator and employees.

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

Effect: Lack of accounting procedures for the health department exposes the government to risk of loss or theft.

Recommendation: We recommend accounting policies and procedures for the health department be developed and formally documented. Items should include, but not be limited to, billing, collecting, monitoring delinquent accounts and write off of accounts deemed uncollectible.

Criteria: In order to make the health department accounting records generated by the accounting system as meaningful as possible, the health department general ledger accounts receivable balance should be updated on a monthly basis.

Condition: The health department accounts receivable is not recorded in the general ledger.

Cause: Unknown

Effect: Errors may accumulate but cannot be identified and attributed to a particular period.

Recommendation: On a monthly basis, billing, collection and accounts receivable reports should be provided to the clerk and recorder. The reports should be used to develop a journal voucher to update the accounts receivable balances in the general fund. At the end of each month, the aged accounts receivable schedule should be agreed to the accounts receivable balance in the general ledger. Differences, if any, should be investigated and resolved.

Mr. Olness said this was discussed earlier.

2014-9 Reconcile Payroll Wage Bases

Criteria: Reconciling the various wage bases (gross, federal, social security, state unemployment wage and worker's compensation) would identify errors, if any, in individual employee setups.

Condition: Procedures to reconcile the various wage bases are not in place.

Cause: Unknown

Effect: The possibility of the underpayment or overpayment of employment taxes.

Recommendation: The various wage bases should be reconciled at the end of each month.

Mr. Olness said he discussed this with the new payroll clerks and he believes they understand and will be able to meet this requirement.

2014-10 Required Supplementary Information

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

Condition: Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States 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.

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 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 is a requirement that can produce beneficial information for future planning. He does understand that this can take a lot of investigation and gathering of information and many counties do not do it.

2014-11 Competitive Bidding

Criteria: Section 7-5-2301, MCA § 7-4-2503, 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 County purchased bulk fuel with a total cost of excess of \$80,000 should be formally advertised with Section 7-5-2301, MCA.

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.

The county must bid any purchase over \$80,000.

2014-12 Disaster Grants - Public Assistance, CFDA No. 97-036, Grant No. FEMA 4127-Commissioner Reinhardt-MT and FEMA 1996-Commissioner Reinhardt-MT

Criteria: Per OMB Circular A-87, *COST PRINCIPLES FOR STATE, LOCAL, AND INDIAN TRIBAL GOVERNMENTS*, the total cost of federal awards is comprised of the allowable direct costs of the program. Direct costs are those that can be identified specifically with a particular final cost objective.

Condition: Program expenditures for personnel costs were not separately identified in the general ledger.

Question Costs: None

Cause: Unknown

Effect: Non-compliance with program terms and conditions and OMB Circular A-87.

Recommendation: On future disaster programs, grant program expenditures should be separately identified in the general ledger.

Mr. Olness said that Valley County does an excellent job of documenting the FEMA projects. However, each FEMA Project Worksheet (PW) has a budget line item for payroll, and technically there should be a journal voucher done to move payroll to be paid out of that line when the work is being charged to that PWA. This is a federal compliance issue and all federal money should be handled this way.

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

U.S. DEPARTMENT OF HOMELAND SECURITY:

2014-13 Disaster Grants - Public Assistance, CFDA No. 97.036, Grant No. FEMA 4127-Commissioner Reinhardt-MT and FEMA 1996-Commissioner Reinhardt-MT

Finding 2013-14 applies to this federal award program.

2014-14 All Major Programs as Described in Section I - Summary of Auditor Results

Findings 2014-01 applies to these federal programs.

2014-15 All Major Programs as Described in Section I - Summary of Auditor Results

Finding 2014-03 applies to these federal award programs.

2014-16 All Major Programs as Described in Section I - Summary of Auditor Results

Finding 2014-05 applies to these federal award programs.

Commissioner Peterson asked Mrs. Anderson how she felt about handling the receivables for the various departments as the auditors have requested.

Mrs. Anderson said that her only problem is that so many times her office gets a check and they have no idea where it should be deposited. If there was an easy way to track it, she wouldn't mind depositing it and taking on this responsibility.

It was suggested to include an envelope with the statement that indicates on it what the payment would be for and use different colored envelopes for each department.

Mr. Olness said that they are just offering some suggestions for ways to segregate the billing and collection duties. Some different options were discussed.

Chairman Pippin asked Mr. Olness his opinion on going to a time clock system through Black Mountain.

Mr. Olness said the two main reasons to get a time clock program is to make the payroll process more efficient and accountability for time worked. The Department Heads will have to monitor the time clock program and they must support the program and train their employees. It must be supported by everyone to make the it work. It takes the problem out of the Clerk's Office to try and figure out timesheets. If everyone will buy into it, it will work well. Make sure the program meets all your needs before it is adopted. Discussion followed.

Mrs. Anderson said that it is good that it will monitor those that are late every day, but what about those that are early every day and may accumulate overtime. Discussion followed.

Chairman Pippin said he welcomes these audits because it always benefits Valley County. Everyone here is trying to do things correctly, and if there is something that needs to change, we want to be cognizant of infractions and make the adjustments.

Mr. Olness said we have a Treasurer who reconciles the cash, a Clerk & Recorder's Office that pays the bills properly and does payroll correct, and that is 95% of battle from an accounting standpoint. Valley County has good people.

Mr. Olness said that the Commissioners should make sure they stay on top of the health department who is trying to develop their accounting process, and he left the office.

Chairman Pippin left the office.

Todd Young, Valley County Road Supervisor, Rick Seiler, Valley County DES Coordinator, Tom Barnard, Linda Baldry and David C. Weiglein, Federal Emergency Management Agency (FEMA) Agency Specialists visited with Commissioner Peterson about the road projects that were damaged in the September flooding in Valley County.

Mr. Barnard said that this group looked at some mitigation opportunities because they have looked at some of the same projects each year. That is why they have supported the plan to move the Whately Road. Mr. Tweten and Mr. Young have been working with the landowners and seem to be gaining in that process. The cost to move the road is estimated at \$90,000, saving tax dollars of about \$600,000 and hopes of fewer repair costs in the future. Discussion followed regarding the various projects and some mitigation plans that are included.

Commissioner Peterson asked if Valley County has received all their money from the 2011 and 2013 FEMA projects and Mr. Seiler verified that Valley County is still waiting for some reimbursement funds.

Mr. Barnard said that the County needs to keep in contact with the State office to get their refunds. There have been so many disasters in a row that the disaster offices are definitely behind. He said that all the FEMA money has been paid to the State DES office, it is those people that will reimburse the balance from the large FEMA approved projects. He said that FEMA pays 75% of the cost on an approved project and that money is sent to the State DES Office right away after it is approved. If the project is over \$120,000, then it is deemed a big project and only 90% of the money is sent until the project is completed. The 25% balance is paid by the State of Montana DES. Discussion followed.

Mr. Barnard said that there was a question if FEMA would consider providing some funds for the damage that will be done to the roads hauling in material to fix the FEMA approved projects. He said they cannot pay on any anticipated damage. He said Valley County could send in a request and see what happens if there is a lot of damage done to roads during a project, but he had his doubts.

Commissioner Peterson asked if the Willow Creek project, \$135,000, will be paid this year and Mr. Barnard said it should be, it is a fairly straight cut project, will be approved and as soon as the bills are submitted, 90% of the 75% that FEMA pays will be paid right away.

Mr. Barnard said that Valley County had about 36 different projects, but they have combined some of the projects and are down to 13 projects. This will reduce the documentation process substantially.

After much discussion the group left the office.

Claims for the month of October were approved as follows;

Vendor	Claim #	Amount
3759 4TH STREET MACHINE COMPANY	62659	35.00
3221 AAKRES OF GREEN GRASS	62660	140.00
1075 ACTION FOR EASTERN MONTANA	62661	4,717.00
2820 ADAPCO, INC	62662	3,050.00
1798 AGLAND CO-OP	62663	139.40
3479 ALFRED SCHMITT	62664	150.00
2853 ALL SEASON HOME CENTER	62665	2,038.10
184 AMERICAN WELDING & GAS INC	62666	68.27
3296 AMPHO	62667	950.00
558 ARCH'S TIRE & SERVICE	62668	3,172.00
3140 ASD HEALTHCARE	62608	908.00
4791 AUSUST AHO	62609	92.00
3772 AVAILITY LLC	62610	158.00
	62669	79.00
18 BELL MORTUARY INC	62670	140.00
75 BIG VALLEY WATER	62671	52.00
900 BLACK MOUNTAIN SOFTWARE INC	62672	120.06
4779 BRAKE & CLUTCH SUPPLY INC	62674	297.48
3108 BRANDON BRUNELLE	62675	231.81
867 BRIAN AUSTIN	62611	92.00
4427 BS CENTRAL INC	62676	388.80
182 CARQUEST AUTO PARTS	62677	1,938.68
2690 CENTRAL SERVICES DIVISION	62798	950.00
3360 CENTURY LINK	62678	1,148.58
4761 CENTURY LINK	62614	202.45
	62679	5.21
4795 CHARLES DANIELS	62680	79.00
677 CITY OF GLASGOW	62613	3,552.00
	62681	3,378.54
4667 CITY SERVICE VALCON	62682	1,243.01
4723 CITYSERVICEVALCON	62612	32,121.09
4785 CLEAN LAKES INC	62683	29,565.00
1095 COCA-COLA BOTTLING CO	62684	14.00
548 COLLEEN M PANKRATZ	62657	810.90
	62685	301.32
3680 CONNIE KAWASAKI	62686	150.00
4554 CONSOLIDATED TELECOM, INC	62687	2,500.00
36 COTTONWOOD INN	62688	1,483.50
3217 CREATIVE INFORMATION SYSTEMS	62615	973.75
3618 CROP PRODUCTION SERVICES INC	62689	2,016.00
225 D & G SPORTS & WESTERN	62690	300.00
39 DALE PLUMBING & HEATING INC	62691	924.40
2740 DARLA SHIPMAN	62616	112.00
3243 DARRYL SCHLABS	62692	46.62
212 DATA IMAGING SYSTEMS	62693	266.17
884 DAVID L REINHARDT	62617	54.00
4223 DAVID REXHAUSEN	62694	150.00
1629 DAWSON COUNTY	62618	630.00
4573 DIAGNOSTIC PEST SOLUTIONS	62695	213.00
801 ELECTION SYSTEMS & SOFTWARE INC	62619	7,937.23
	62696	1,735.64
176 ELLA TWETEN	62697	90.72
812 EZZIE'S WHOLESALE INC	62620	43,397.92
	62698	1,167.17
1640 FALL LINE CORPORATION	62699	1,343.77
2757 FARM EQUIPMENT SALES	62621	1,125.21
	62700	8,525.14
1369 FIRST INTERSTATE BANK	62701	625.00
54 FOOD SERVICES OF AMERICA	62702	9,032.65
57 FOSSUM READY MIX INC	62703	7,579.00
59 FRANCES MAHON DEACONESS HOSPITAL	62704	1,993.52
206 FRANCES MAHON DEACONESS HOSPITAL	62705	2,182.92
4494 FUSION	62706	464.81
4655 G & J ENTERPRISES	62707	94.95
311 GAFFANEYS TOTAL OFFICE SOURCE INC	62708	1,577.35
66 GLASGOW AUTO SAFETY CENTER	62709	98.00
71 GLASGOW COURIER INC	62710	666.00
762 GLAXOSMITHKLINE PHARMACEUTICALS	62622	1,260.12
653 GLENN GUENTHER	62711	63.27
4299 GLOBALSTAR USA	62623	28.56
392 HI LINE FORD INC	62712	2,838.32
3301 HOME CARE SERVICES	62713	625.63
2885 INTERSTATE BATTERIES	62714	217.90
153 IRENE STANDING	62715	150.00
3576 J & M DISTRIBUTING	62716	113.33
15 JAMES BAILEY	62717	150.00
4776 JOHN ROGNESS	62719	110.00
4308 JON BLOCKHUS	62718	150.00
1632 JON KIEWER	62720	55.50
95 KREISERS INC	62624	142.89

Vendor	Claim #	Amount
3152 KRESS WELDING & FABRICATION INC	62721	667.75
3852 KY IDLER	62722	79.92
3029 LANE & ASSOCIATES	62723	207.90
4623 LEE RIDDICK PLUMBING & HEATING	62724	386.50
4796 LESS LETHAL, LLC	62725	705.13
96 LILA KULCZYK	62726	150.00
2975 MARJORIE JACOBSON	62727	345.00
101 MARKLE'S INC	62728	1,697.82
4266 MED-TECH RESOURCES INC	62729	1,154.58
4756 MICHAEL BAIN	62730	6,640.00
104 MID-AMERICAN RESEARCH CHEMICAL CORP	62731	329.81
4417 MIDWEST LABORATORIES INC	62732	210.00
751 MOGAN SAW SHARPENING	62800	1,895.00
3042 MOGAN'S SPRINKLERS	62733	125.00
540 MONTANA ASSOCIATION OF COUNTIES/MACO	62625	399.00
969 MONTANA COUNTY ATTORNEYS ASSOCIATION	62734	205.00
113 MONTANA DAKOTA UTILITIES	62735	2,062.43
893 MONTANA DEPT OF LABOR & INDUST.	62626	140.00
484 MONTANA DEPT OF TRANSPORTATION	62627	10,714.39
4794 MONTANA FISH WILDLIFE & PARKS	62736	10,000.00
874 MONTANA FOOD BANK NETWORK INC	62737	336.05
1085 MONTANA SUPREME COURT	62628	550.00
1128 MONTANA WEED CONTROL ASSOCIATION	62738	250.00
2522 MSU DEPT ANIMAL & RANGE SCIENCES	62739	27.50
239 MSU EXTENSION SERVICE	62740	4,512.76
4797 MYRON REDFIELD	62741	110.00
2750 NAEIR	62742	94.50
200 NANCY HAMILTON	62629	70.00
	62743	58.00
3954 NATIONAL ASSOCIATION OF COUNTY HEALTH OF	62744	100.00
183 NEMONT TELEPHONE COOPERATIVE, INC	62630	4,970.55
165 NEWTON MOTORS INC	62745	91.60
4499 NORDISK SYSTEMS, INC	62631	956.79
	62746	390.00
4744 NORMAN STEPHENSON	62747	150.00
470 NORMONT EQUIPMENT CO	62748	6,021.35
121 NORTHERN MONTANA TEXTILES SERVICES	62749	663.40
1835 NORTHWEST MOSQUITO & VECTOR CONTR ASSOC	62750	175.00
115 NORTHWESTERN ENERGY	62632	1,129.36
	62751	7,217.23
120 NORVAL ELECTRIC CO-OP INC	62633	1,673.86
1896 NUTRITION GRAPHICS	62752	128.95
4792 OREILLY AUTOMOTIVE INC	62634	266.33
4248 PARK GROVE BAR & CAFE	62635	389.50
3087 PAT NEULEIB	62636	1,790.00
3948 PERFORMANCE CONCRETE & CONSTRUCTION	62801	24,254.00
129 PETTY CASH	62799	305.91
4798 PHOENIX SUPPLY	62753	1,055.90
4727 PINE VALLEY ECO PRODUCTS INC	62754	570.52
131 PITNEY BOWES INC	62755	103.50
4575 POCKET PROS	62637	150.00
2768 PRIORITY COMMUNICATIONS	62756	143.00
135 PRO CO-OP	62757	101.84
136 PROBST CLEANING SERVICE INC	62758	1,150.00
2962 PRODUCTIVITY PLUS ACCOUNT	62673	207.00
257 QBS SAFEGUARD	62759	735.07
76 REYNOLDS	62760	1,170.16
251 RICK MOLVIG	62761	150.00
418 ROCKY MOUNTAIN ASSOCIATION OF FAIRS	62762	125.00
1379 ROCKY MOUNTAIN INFORMATION NETWORK	62638	50.00
2381 S & S TIN BALING LLC	62639	3,025.00
219 SANOFI PASTEUR INC	62764	768.40
326 SATELLITE ENGINEERING GROUP, INC	62640	2,892.08
	62763	29.79
4799 SCOTT CASSEL	62765	13,710.00
3910 SCOTTIE EXPRESS WASH INC	62641	45.07
	62766	500.00
3804 SHELLEY MILLS	62767	551.61
4559 SHOPKO PHARMACY	62768	27.99
4793 SIMONE ALSBERG	62642	90.00
258 SIRCHIE FINGER PRINT LABORATORIES	62769	75.80
2490 SPENCER FLUID POWER	62770	194.38
472 STATE OF MONTANA	62771	3.90
3589 STERICYCLE, INC	62772	12.00
4204 STORM JACKSON	62773	310.50
3693 STOUGHIE'S BAR AND GRILL	62643	1,035.50
162 SYSCO MONTANA INC	62644	991.25
	62774	534.31
163 T & R TRUCKING INC	62645	18,364.07
6 TAYLOR STORAGE	62775	600.00
788 TERRY LIGHTHIZER	62646	152.32
	62776	179.31

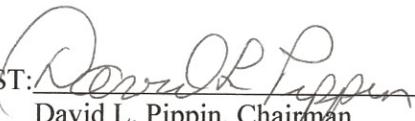
Vendor	Claim #	Amount
291 THE CHEMNET CONSORTIUM	62777	70.00
3902 THE OUTPOST	62647	1,491.50
2996 THOMPSON & SONS	62778	939.04
41 TIRE-RAMA SERVICE CENTER	62779	402.28
1074 TOWER DISTRIBUTION COMPANY	62780	359.66
357 TOWN & COUNTRY FURNITURE	62781	85.00
680 TOWN OF OPHEIM	62648	60.00
171 TRACTOR & EQUIPMENT CO	62782	354.24
1285 TREECYCLE PAPER	62783	47.50
172 TRI STATE TRUCK-EQUIP INC	62784	61.22
174 TRIPLE A GLASS INC	62785	778.96
2645 U.S. POSTAL SERVICE	62658	2,192.64
787 U.S. POSTAL SERVICE/PITNEY BOWES	62787	2,361.08
77 VALLEY BUILDERS SUPPLY	62786	35.00
1452 VALLEY CO COUNCIL ON AGING	62788	6.00
614 VALLEY CO TRANSIT	62789	2,657.45
765 VALLEY CO WEED DISTRICT	62790	470.49
674 VALLEY VIEW HOME	62791	160.00
3247 VAXSERVE	62649	7,682.46
4245 VERIZON WIRELESS	62650	113.54
1087 VISA	62792	1,102.42
3559 VISA	62651	2,797.00
4061 VISA	62653	998.40
4050 VISA 7495	62652	2,952.14
4547 VISA 7644	62654	378.78
187 WEST PAYMENT CENTER	62793	272.50
188 WESTERN DRUG INC	62655	98.42
	62794	37.70
32 WEX BANK	62656	370.85
190 WILLS OFFICE WORLD/RADIO SHACK	62795	492.05
192 ZEE MEDICAL	62796	287.65
193 ZERBE BROS INC	62797	1,020.35
	Total:	373,430.12

Payroll for the month of October was approved in the amount of \$387,797.72.

Commissioner Peterson left the office.

The meeting was adjourned at 10:45 a.m.

ATTEST: 
Lynne Nyquist, Clerk

ATTEST: 
David L. Pippin, Chairman

OCTOBER 31, 2014

Chairman Pippin was in the office for a short while in the morning.

Commissioner Peterson was in and contacted Sandra Boese to verify with her that she may return to the homemaker position for the Council on Aging when she submits a doctor's note that releases her from any restrictions for her to work. She was also told that she will have to take all the clients that she is assigned, and if she averages over twenty hours of work per week, than she will qualify for Valley County health insurance. Commissioner Peterson phoned Ms. Boese's supervisor, Vicky Wetz, Council on Aging (COA) Supervisor, to inform her of what he told Ms. Boese.

Commissioner Peterson left the office.

The Commissioners received a letter from Tracie Vaughn, Health Department Clerk, submitting her resignation in the Health Department effective November 14, 2014.

