

JANUARY 5, 2015

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

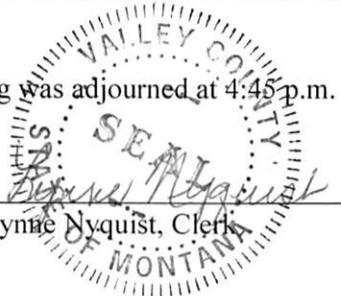
Glen Meier, Valley County Sheriff, visited with the Commissioners about a variety of issues.

Tony Fast stopped in and visited with the Commissioners about some road issues.

Commissioner Peterson left the office for the day.

The meeting was adjourned at 4:45 p.m.

ATTEST:


Lynn Nyquist, Clerk

ATTEST:


Dave Reinhardt, Chairman

JANUARY 6, 2015

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

Commissioner Peterson left the office to meet with Barry Chalmers, Skylark Technology, Inc. to discuss the archiving of Valley County documents.

Stone Tihista, Valley County Weed/Mosquito Coordinator, asked Chairman Reinhardt to sign the Final Report for the Certificate of Compliance for the Valley County Weed District Aquatic Invasive Species in Fort Peck, Montana, Grant Agreement #RITA-14-8760. This Agreement documents that this grant is completed.

Chairman Reinhardt signed the document and Ms. Tihista left the office.

Commissioner Peterson returned to the office.

Norm Girard updated the Commissioners on the Museum project and said the project is completed and the final payments should be made.

A motion was made by Commissioner Peterson, seconded by Commissioner Tweten and carried unanimously to approve the minutes for the month of December, 2015.

Terry Lee, St. Marie, informed the Commissioners that there is a court hearing scheduled for January 20th, with Judge McKeon to make a decision on Quiet Title action for the properties at St. Marie. He said that he has requested a pre-meeting with the Judge before the scheduled hearing to go over all the documentation. He said he would like a Commissioner to attend to see what happens. If nothing is resolved at this hearing, Mr. Lee said they will take it to the Federal Court to make a decision.

After some discussion, Mr. Lee left the office.

Loran Albus visited with Chairman Reinhardt about the elk problem and the destruction on their property south of Hinsdale and his frustration with the Fish Wildlife and Parks who have not been of much assistance with this problem.

Colleen Pankratz, Valley County Transit Supervisor, visited with the Commissioners about hiring an individual that would be a full-time Administrative Assistant/Driver. The duties would include office work, driving vehicles and other miscellaneous duties as assigned. She said she just can't catch up and get the paperwork done in her office and she needs another back-up driver when one of her scheduled drivers can't come in. She said she has budget enough to hire someone and pay them through this budget year, so whoever she hired she would make sure they were aware that it is a temporary full-time position with no guarantees and July 1, 2015.

After some discussion the Commissioners were in agreement that as long as the Transit budget had enough in it to pay for this employee, it was fine to begin to advertise and hire someone.

Mrs. Pankratz discussed her thoughts to become a part-time employee so that she would not be required to use her sick leave and vacation time to fill her hours when she is not at work the full forty hours per week.

Chairman Reinhardt reviewed the Personnel Policy handbook and said that he did not believe that she had to use her leave and she could opt to take no pay when she takes leave, that is her choice. The other Commissioners also agreed that this was the way it should be done.

Mrs. Pankratz informed the Board that she had been warned that the State and Federal funding she receives will be less the next fiscal year. Discussion followed.

Mrs. Pankratz left the office.

Connie Boreson, Valley County Health Department Supervisor, updated the Commissioners on current Health Department activities and said they have scheduled one last flu shot clinic next week.

Mrs. Boreson said that she has received more grant money than she had budgeted for and there will need to be a resolution done to increase that grant budget.

After some discussion, Mrs. Boreson left the office.

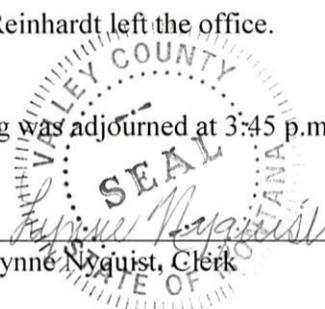
Shelly Romo, Valley County Pioneer Museum Board Secretary, stopped in and said that she wanted the Commissioners to be aware that the Friends of the Pioneer Museum used to give the Museum money each year to help with the Museum's maintenance costs and salaries. However, they stopped donating any funds to the Museum several years ago. Discussion followed.

Chairman Reinhardt left the office.

The meeting was adjourned at 3:45 p.m.

ATTEST:

Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt, Chairman

Dave Reinhardt

JANUARY 7, 2015

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

The Commissioners left the office from 9:00 a.m. to 10:35 a.m. to participate in the yearly jail tour.

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

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

Chairman Reinhardt asked for any additions and/or deletions to the agenda and Commissioner Peterson asked that the appointment of a student representative to the Valley County Fair Commission Board be added to the agenda.

There was no public comment.

There were no Employments/Termination Notices submitted.

The first item for action was a Right-of-Way Application for Virgil Nelson.

A motion was made by Commissioner Peterson authorizing the Chairman to execute an Application and Permit to Use Right-of-Way No. 635, between Valley County and Virgil Nelson, for the construction of 300 feet of fence along Road FAS 435, Section 5, Township 35 North, Range 42 East and Section 32, Township 36 North, Range 42 East. The motion was seconded by Commissioner Tweten and it unanimously passed.

The next thing for consideration was the added agenda item to appoint a student representative to the Fair Commission Board.

A motion was made by Commissioner Tweten to appoint Tee Aune as the student representative to the Valley County Fair Commission Board for one-year term beginning immediately, and ending December 31, 2015. The motion was seconded by Commissioner Peterson and unanimously carried.

Mr. Ozark left the office.

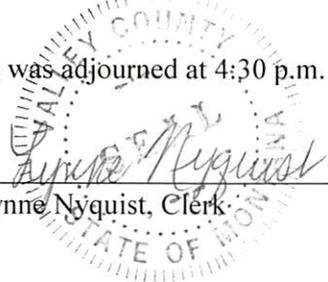
Chairman Reinhardt signed a Direct Sick Leave Grant Form granting Ron Reddig 60 hours of direct sick leave from Paul Tweten.

René Clampitt, Planner/911/GIS Supervisor, dropped off her preliminary comments for TransCanada's Fort Peck and Hinsdale Man Camps for the Commissioners to review.

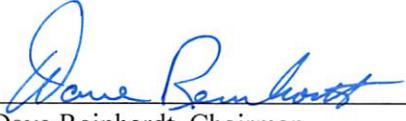
Commissioner Peterson left the office.

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

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


Dave Reinhardt, Chairman

JANUARY 8, 2015

Commissioner Tweten was in the office for a while in the morning.

Dan Carney, Fire Marshall, and Jefferson Bortner, Lead Ranged, USFWS, visited about the Mutual Aid Agreement Between CMR and Valley County. Mr. Bortner will be back on January 21st to get signatures for this Agreement from the Valley County Commissioners.

Mr. Carney and Mr. Bortner left the office.

JANUARY 12, 2015

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

Lucas Locke, Airport Manager, informed the Commissioners that while he was gone on vacation, Russ Dahl had claimed that an employee of the Valley County Airport had hit his vehicle with a snow plow. The crew said they did not believe that had happened because they should have known it if they did.

Commissioner Peterson told Mr. Locke to report this complaint to United Insurance in case something comes of the claim.

Chairman Reinhardt joined the meeting.

A motion was made by Commissioner Peterson directing the Chairman to sign the Certificate for State or Nonprofit Educational Organization Use from Ezzie's Wholesale, Inc., documenting that Valley County is tax exempt from paying any fuel taxes. The motion was seconded by Commissioner Tweten and it passed unanimously.

The Commissioners discussed the TSEP project, and hearing coming up. This project is to replace the bridge on the Milk River Road near Hinsdale. There is an estimated replacement cost of \$1 million, with Valley County owing half.

Commissioner Peterson said that he was not in support of providing the 50/50 match money required for the TSEP grant because he was not sure the Valley County budget could handle this expense. Discussion followed.

Chairman Reinhardt left the office to attend an appointment.

Commissioner Tweten phoned Karl Yakawich, PE, Project Manager from Great West Engineering, Inc. and put him on speaker phone to discuss the TSEP funding and the hearings coming up in Helena. The official schedule for the Joint Appropriations Long-Range Planning (LRP) Subcommittee will begin hearing the Build Montana Act (HB 5) on Tuesday, January 13th, with the TSEP program portion of the

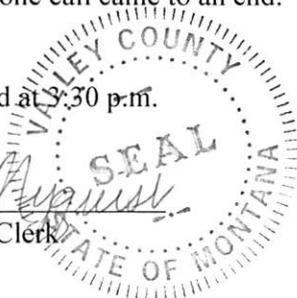
bill beginning the next day. Valley County has submitted a grant request to replace the bridge on the Milk River Road near Hinsdale.

Due to the fact that there will not be a Valley County Commissioner at the hearings, Mr. Yakawich requested that the Commissioners send emails to their Legislators to attend the meeting on Valley County's behalf and the phone call came to an end.

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

ATTEST:

Lynne Nyquist, Clerk



ATTEST:

Dave Reinhardt, Chairman

JANUARY 13, 2015

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

Commissioner Tweten left the office.

Sandy Boese visited with the Commissioners about the current status of her position at the Valley County Council of Aging. Ms. Boese showed Commissioner Peterson a letter from Vicky Wetz, Council on Aging (COA) Supervisor, stating she had not worked any hours for Valley County since September 12, 2014. Ms. Boese said she has been under doctor's care saying she couldn't work for several weeks and was released with some restrictions.

Commissioner Peterson asked Ms. Boese if she was still interested in her past position and she said yes.

Chairman Reinhardt phoned Mrs. Wetz and she came over to visit about this situation.

Commissioner Peterson said he had been informed by an HR person that Valley County has to send Ms. Boese a letter stating the County's stand on this issue.

Mrs. Wetz said she has written down every time that Ms. Boese has been in her office. Discussion followed.

Chairman Reinhardt asked about the volunteers that are working in the kitchen and Mrs. Wetz said she has volunteers helping wash dishes and she knows they are covered under worker's compensation. There is one elderly individual that helps with dish washing and she would like to try and get her on staff through the Experienced Workers program and she will contact that organization.

The Commissioners said they would visit with Nick Murnion, Valley County Attorney, and get back to Mrs. Wetz about her employee.

Mrs. Wetz told the Commissioners that she will be out of the office next week, and her cook will be out on vacation for a week in February. They will not be cooking any meals during that week in February.

Mrs. Wetz left the office.

Tom Thompson stopped by and visited with the Commissioners about a variety of issues.

Commissioner Tweten left the office.

Brenda Anderson, Valley County Treasurer, submitted a list of documents she would like to dispose of. These documents have met the requirement for disposal.

A motion was made by Commissioner Peterson directing the Chairman to sign the Request for Records Disposal or Transfer Authorization for the Valley County Treasurer's Office, seconded by Chairman Reinhardt and passed.

Commissioner Peterson attended the Two Rivers Growth Council meeting during the noon hour today.

Chairman Reinhardt sent a letter to Senator Brenden asking for his help regarding the issue with the elk problem south of Hinsdale.

Lucas Locke, Airport Manager, Kristie Brabeck, Airport Commission Chairman and Lance Bowser, Robert Peccia & Associates Inc. joined the meeting.

Mr. Bowser said they like to visit with each County that they work with at least once per year. He said the Airport Improvement Program (AIP) is based on the Airport's Capital Improvement needs as identified in the Capital Improvement Plan (CIP). Valley County has a balance of \$343,972 in the AIP. There is about \$8.5 million in this program that is divided up among 57 airports in Montana. Each airport gets approximately \$150,000 per year.

Peccia & Associates is the engineering firm that has been contracted by Valley County for the past five years to handle all the Federal Aviation Administration (FAA) projects at the Wokal Field Airport (GGW).

Valley County's Capital Improvement Plan, for the Airport, is a seven year plan, which shows enough need to qualify for AIP funds. Valley County generates \$150,000 per year from the AIP program. This money can be banked each year until it reaches a maximum balance of \$600,000. This money can also be loaned out to other airports so the balance doesn't get over the maximum of \$600,000 amount. Valley County has a balance of \$343,972 currently in this fund for a project.

This program is a 90 to 10 match program, meaning the program provides 90% of the funding for a qualified project, and Valley County is responsible to match with 10%. However, the County can apply to the Montana Aeronautics Board for a grant to assist with the 10% required match up to 5%, and then can apply for a loan from the MT Aeronautics Board for the remaining 5% matching funds. Primary Airports and Essential Air Service Airports get a higher classification for funding and that is what our Airport is. Discussion followed.

The next project that Valley County needs to look at is to replace their taxiways, in the next six years. These are the taxilanes between the hangars and they are in terrible condition. Pavement repair in our area is very expensive. Repair on taxiways is a priority for AIP grants so those projects must be addressed first. Replacing the fuel system is on the list for 2017, but not sure how important that really is. It has to be proven that this will generate revenue before it can be funded. Discussion followed.

Mr. Bowser said replacing the proximity firefighting gear is also something that needs to be done on a yearly basis and they will consider including the replacement of one suit each time there is a project done. The Airport has five suits that need to be replaced.

Mr. Bowser said over the next seven years the Capital Improvement Plan has over \$5 million dollars worth of projects with a \$500,000 local match required. It is probably unrealistic that Valley County could accomplish all those, but may be accomplished in eight or so years. Discussion followed.

Mr. Bowser said that his company could design and submit some grant projects so they are "shovel ready" in case some funds become available. He said there is grant money available for the engineer services. He estimated a cost of about \$60,000 to do the grants, so the County would owe \$6,000. If the engineers submit the applications, the County would have to be ready to move forward with the projects, if they are awarded, within the next two years. The cost to the County would be around \$160,000 so that decision has to be made. Discussion followed.

Mr. Bowser said that their contract with Valley County is a five year contract and is lapsing soon. There is a sample of a "Request for Qualifications" that could be used to advertise for the engineering selection that meets FAA requirements. He said that Valley County would want to have the engineer contracted before any grants are submitted. Discussion followed.

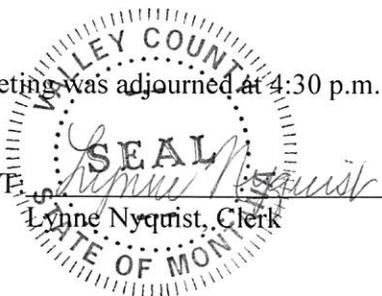
Valley County has done eighteen AIP projects, totally around \$11 million dollars, and Peccia & Associates has done fourteen of those projects since 1999.

Mr. Bowser said he has been working with Northeast Montana STAT Air Ambulance Cooperative designing a hangar for them. Discussion followed.

Mr. Bowser, Mr. Lucas and Mrs. Brabeck left the office.

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

ATTEST:



Lynne Nyquist, Clerk

ATTEST:

Dave Reinhardt
 Dave Reinhardt, Chairman

JANUARY 14, 2015

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

Chairman Reinhardt and Commissioner Peterson left the office to host the Department Heads' meeting from 9:00 a.m. to 10:00 a.m.

Colleen Pankratz, Valley County Transit Supervisor, visited with Commissioner Peterson about budgeting and hiring a new employee.

Commissioner Tweten joined the meeting.

Chairman Reinhardt began Discussion and Decision at 11:00 a.m.

There were no additions and/or deletions to the agenda and no public in attendance to submit any public comment.

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

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Termination for Darra Venable as a part-time Detention Officer for the Sheriff's Office effective January 12, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

The County Treasurer's Report for December 31, 2015, was the next item on the agenda.

A motion was made by Commissioner Tweten, seconded by Commissioner Peterson and passed unanimously to sign the Valley County Treasurer's Report for the month ending December 31, 2015.

The next item on the agenda for action was Resolution No. 6-2015 Authorizing Increase in the Immunization Grant #2976.

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

RESOLUTION NO. 36-2014
RESOLUTION AUTHORIZING AN INCREASE
IN THE PUBLIC HEALTH DEPARTMENT, FUND #2973

WHEREAS, the Valley County Public Health Department has received unanticipated grant money from the Maternal and Child Health Block Grant Fund; and

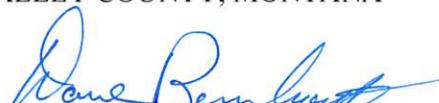
WHEREAS, the budget must be increased for receipt of said funds during Fiscal Year 2014/15;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners hereby authorizes a budget increase for the Public Health budget, Fund #2973, in the amount of \$6,126 for Fiscal Year 2014/15 as follows:

2973-76-440170-111	\$5,190.00
2973-76-440170-141	\$320.00
2973-76-440170-142	\$45.00
2973-76-440170-143	\$75.00
2973-76-440170-144	\$75.00
2973-76-440170-145	\$421.00
Revenue: 2973-331143	\$1,053.00
Revenue: 2973-383002	\$5,073.00

DATED this 26th day of November, 2014.

BOARD OF COUNTY COMMISSIONERS
VALLEY COUNTY, MONTANA



Dave Reinhardt, Chairman



Paul Tweten, Member

ATTEST:



Lynne Nyquist, Clerk



Bruce H. Peterson, Member

To accept the audit responses for FY 2013-14 was the next item on the agenda.

A motion was made by Commissioner Tweten to accept the FY 2013-14 Audit Response, seconded by Commissioner Peterson and the motion passed unanimously.

Response to FY 2014 Audit Findings for Valley County

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.

Valley County Response: The list of county land is compiled and the commissioner's office is in process of determining value. Using the acquisition date and the CPI website the present value will be generated. The Northwest Valuations inventory, done in 2010, will be basis for visits with department heads to update assets and inventory. Olness and Associates has recommended that we hire a new inventory be done but commissioners, for financial reason, have decided to use the 2010 inventory along with an aggressive campaign to get the department heads to make accurate, current complete accounting.

Resolution No. 22-2010 will be used to classify and capitalize fixed assets. Lesser value assets that should be insured will be listed based on information from company that does our insurance and the updated material from department heads. Maintenance personnel will be given a camera to make video record for insurance purposes. Department heads will be advised that they should enter asset purchase claims correctly (900) as a way to help keep the assets current and correct.

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.

Valley County Response: Commissioners feel confident that the above mentioned inventories will be gathered each year before end of fiscal year. Inventory will be compiled in the commissioners' office and then forwarded to the clerk and recorder. Next year during budget discussion the size of inventory will be considered as revenue/cash as commissioners consider funding for department expenditure budgets.

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.

Valley County Response: Valley County government is a small entity and there are not resources available to comply with this finding. Valley County continues to hire Olness and Associates to be the audit firm to prepare the financial statements and SEFA. Valley County continues, to best of its ability, to read, monitor, edit and approve drafts prepared by Olness.

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.

Valley County Response: Over the past years Valley County has taken the position that cost, and questionable worth of the result, did not warrant the expenditure. The cost and benefit were discussed after this auditor's report and there will be no change to previous decision on this matter.

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 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.

Valley County Response: Valley County has implemented all previous suggestions received from auditors but size of entity limits the county's ability to achieve complete desegregation. Olness and Associates suggested certain departments should make effort to have one employee do billing and a different employee collect the payments. An alternative would be to have bill payments sent straight to Treasurer's Office. Departments that are in process of implementing this protocol are refuse, public health, and the fair.

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.

Valley County Response: Discussion with this department will continue, and the problems with State program have been part of past discussions to. The recent election will find a new Justice of Peace in Valley County and she has just complete training with the Montana Department of Justice. As of the date of this response no contact has been made with new Justice concerning this finding. After official change of Justice come January the discussion will be held and the goal will be to change protocol and address the finding and the auditor recommendation.

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.

Valley County Response: The fair board continues to work towards this goal and progress is being made. More policies have been generated and there was increased segregation of duties concerning funds during the last fair. Not done, but progress is being made.

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 indentified 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.

Valley County Response: As mentioned in finding 2014-5 the public health department has implemented separation of billing and collection. Auditors suggested the public health start to use Quick Books to help with inventory and public health is now using that program with positive results.

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.

*Valley County Response
Clerk and Recorder Office is aware of this finding and they have implemented the recommendation.*

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.

Valley County Response: Valley County chooses to not do formal written management and discussion for FY 14. This finding and strategic budget have been discussed and another round of discussion will take place when the new commissioner is seated in January of 2015.

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.

Valley County Response: The Road Department had opportunity to make a onetime large purchase of fuel and did so without bidding. In past there has only been one county dealer who has shown any interest in providing fuel bid. It may be time to try bidding normal fuel consumption again but that decision will be delayed until the new commissioner is on board.

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.

Valley County Response: FEMA projects always deal with our DES and Road Departments and Olness and Associates have repeatedly told us that those departments have received high praise from FEMA because our Valley County personnel are always prepared and cooperative. They have been advised about the need for personnel costs to be separately identified and it will be done in future projects.

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 2014-12 applies to this federal award program.

Valley County Response: The response to 2014-12 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.

Valley County Response: The response to 2014-01 applies to these federal awards program

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

Finding 2014-03 applies to these federal award programs.

Valley County Response: The response to 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.

Valley County Response: The response to 2014-05 applies to these federal award programs.

Dan Forbes, TransCanada Keystone Pipeline LP, and René Clampitt, Planner/911/GIS Supervisor, joined the meeting.

Mr. Forbes updated the Commissioners on the pipeline activity. Mr. Forbes said that they had a public meeting in Circle, regarding the man camp in McCone County last night. He said there was nobody there in opposition of the pipeline, and there were several questions asked. The Planning Committee hosted the meeting there. Discussion followed.

Mr. Forbes said that even if a decision was made this year regarding the pipeline, there would not be any construction started this year. There could possibly be some pipe hauled in if the decision came soon enough.

Chairman Reinhardt said that Valley County would like them to haul the pipe in on frozen ground so there would be less damage done to roads and Mr. Forbes said they were aware of that and would plan on doing that.

Mr. Forbes said that there will be a public meeting sponsored by the Valley County Planning Board in February and he hoped the Commissioners, Glasgow Mayor, Valley County Sheriff, Valley County Road people and someone from the Emergency Medical Services (EMS) would attend.

Mrs. Clampitt verified that she was expecting the meeting to be held towards the end of February. Discussion followed.

Mr. Forbes asked Mrs. Clampitt how they would want the camps addressing handled and she said that there should be a mailing address for the camp with unit numbers for each building and trailer sites. Discussion followed.

Commissioner Peterson asked how the County addresses the impact fees with Keystone and Mr. Forbes said to submit an Impact Fee Proposal to Bud Anderson, who addresses those issues. Mr. Forbes suggested the County consider the cost of extra law enforcement as an impact fee. He said that in the five years that Target Logistics Inc, has been managing Man Camps, they have had only five incidents that required the assistance of the local law enforcement. He said the camps will have a medical infirmary and security on site and they will not allow any drugs or alcohol on the premises. Discussion followed.

Mr. Forbes left the Office.

Commissioner Peterson left the office.

A motion was made by Commissioner Tweten directing the Chairman to sign the SCSEP Host Agency Agreement with ExperienceWorks Program, the motion was seconded by Chairman Reinhardt and the motion carried.

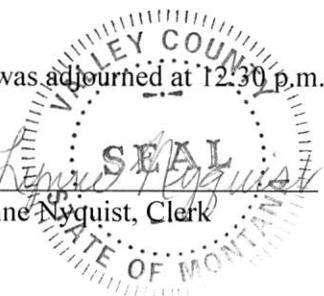
This Agreement allows the Nashua Senior Citizens to have an individual work at their center, being funded through the ExperienceWorks Program.

Commissioner Tweten left the office.

Bud Anderson, TransCanada Keystone Pipeline LP, dropped off a retirement gift for Dave Pippin and visited with Chairman Reinhardt about the Keystone pipeline issue.

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

ATTEST:

 *Lynne Nyquist*
Lynne Nyquist, Clerk

ATTEST:


Dave Reinhardt, Chairman

JANUARY 15, 2015

Commissioner Peterson was in Miles City attending an Eastern Montana Community Mental Health Center Board meeting.

Commissioner Tweten was in the office early this morning to tour the building with Bob Steele, Maintenance Supervisor

Dave Pippin stopped in and signed the December minutes and took Commissioner Tweten around the Courthouse and showed him some things that Mr. Pippin usually watched and took care of for the County.

Chairman Reinhardt was in to attend the Valley County Board Training workshops this evening provided by Montana State University. There will also be the same workshop tomorrow afternoon.

JANUARY 16, 2015

Commissioner Tweten was in the office in the morning.

Chris Knodel, Long Run Fire Chief, visited with Commissioner Tweten about Long Run and submitted the list of Long Run Officers. Chief-Chris Knodel, Assistant Chief-Brandon Brunelle, Deputy Chief-Rob Brunelle, Deputy Chief-Rob Brunelle, Captains-Sara Johnson-Brian Austin-Butch Heitman. He said they are working on two big projects, the new building and replace a couple of CVA tanks.

JANAURY 20, 2015

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

Connie Boreson, Valley County Health Department Supervisor, joined the meeting.

Mrs. Boreson said she had been in Helena last week and spent some time with the State Department of Health and Human Services and collected some great information. She was told there was a grant opportunity, due in March, that Valley County would qualify for. There is \$10,000 to be split up over the next two years. The grant would help them perform a community health assessment and identify what the community needs are, and then there would be a strategic plan developed from the assessment information to address those needs.

Chairman Reinhardt asked how they would use this information once the grant is completed because so many times these assessments are done, put on a shelf, and the information is never used, he wanted to make sure that if the assessment is done, the information is used.

Mrs. Boreson said that based on the information that is gathered they will be providing educational training on the need areas that are identified as health issues. There will be grants available to assist with training in areas such as sugar diabetes, asthma, obesity, alcohol and drug abuse. She said the Valley County Health Department is sponsoring a Community Health Walk on Earth Day and that would help address obesity and also make the community aware of the Sullivan Trail and the nice walking trails available there. Some different community projects and the assessment plans were discussed.

Commissioner Peterson asked if this assessment would address mental health issues and Mrs. Boreson said that once the assessment is completed and needs identified, there are a variety of grants available to educate the community and she wasn't sure what was available.

Mrs. Boreson said that she would still like to employ another part-time nurse for the Health Department. She said that the two nurses are currently putting in more hours than they want to and she would like to find another nurse that would work about ten hours per week, providing services so the current nurses can reduce their hours as they have asked. She said that her department does not have a grant writer expense anymore, Mrs. Boreson has picked up those duties and that is a savings to her budget in addition to her salary being much less than the previous Department Head's salary. She anticipates there is more than \$13,000 savings in payroll from last year's, in addition to less hours being paid to the current nurses if another one is on staff, and that could pay for an additional nurse for the Health Department at no additional cost to her budget. Discussion followed.

Mrs. Boreson said that United Insurance has found a company that will provide malpractice insurance for a local doctor who would provide the doctor's care for the Valley County Health Department's Family Planning program.

Mrs. Boreson voiced her frustration she is still having with an employee, requested that the Commissioners make a decision on hiring another nurse and she left the office.

Commissioner Peterson attended the Local Advisory Council (LAC) for Valley County mental health services over the noon hour.

Commissioner Tweten attended a court hearing this afternoon scheduled for Terry Lee, regarding the Quiet Title process for St. Marie property. Dave Pippin stopped in and visited with the Commissioners before he left to attend the court hearing.

Lucas Locke, Airport Manager, and Kristie Brabek, Airport Commission Chairman, joined the meeting.

Mrs. Brabek informed the Commissioners that the Airport Commission Board had voted to accept the Capital Improvement Plan (CIP) that Lance Bowser, Peccia & Associates had developed for Wokal Field/Glasgow International Airport. The group reviewed and discussed the plan.

Mrs. Brabek said the Airport Commission has funds in their budget to pay the matching funds of \$6,000, for a grant of \$60,000 to hire an engineer to design the project to reconstruct the taxiways. She said if they get the design grant done, then the County must be committed to move forward with the project for the next year if the grant money of \$1.2 million becomes available. That would require a 10% match of \$120,000 from the County. The County can apply to the Montana Aeronautics Board for a grant to cover 5% of the matching funds, then apply for a loan from the Montana Aeronautics Board for the remaining 5% of the matching funds if they need to.

Commissioner Tweten joined the meeting.

Commissioner Peterson voiced his concern that there may not be funds enough to provide the \$120,000.

Mrs. Brabek said that she had thought the Airport was putting around \$20,000 each year into a capital improvement fund for these projects.

Commissioner Peterson said he did not know anything about that process and did not think there were any funds like that.

Mrs. Brabek said that Jenny Reinhardt, Valley County Airport Commission Secretary, had figured out, based on the past calendar year, that the Airport has made enough money to cover all but \$3,200 of their budgeted expenses in that year. Discussion followed regarding the budget and possible expenses yet to come.

Chairman Reinhardt said that the runway projects requiring a match of \$120,000 would be two years away and Valley County has always done well with the Montana Aeronautics Board to get the grant money which would cut the cash needed in half. He said he believed the construction would not start until 2017 at the earliest. The funding is federal funds, so they never know for sure how much money the FAA will have until you get the money.

Commissioner Peterson said that on a document from Peccia & Associates it said that if the County does not have the money for the matching funds, they should consider putting off the design and grant a year so the County can be more prepared financially for the projects. Discussion followed.

There was a question that if Valley County waited one year to apply for the grants, does it push them back on the priority list and reduce the chances of receiving the FAA funding, and Commissioner Peterson said he would contact Peccia & Associates and ask that question.

Mrs. Brabek said that she believed they will need to replace a fuel truck in the near future and they need to budget for that. She said that the company they get fuel from will help the County buy a fuel truck but has to be paid back in fairly short order. Discussion followed.

Mrs. Brabek said that the engineering contract with Peccia & Associates runs out and they need to advertise and get this contract filled and asked the Commissioners if they should start that process.

After some discussion it was agreed that the Commissioners will think about what was discussed today and let the Airport Commission know of their decisions.

Mrs. Brabek said for right now they need to accept the CIP, and then decide if they are going to advertise for the engineering services and she and Mr. Lucas left the office.

Chairman Reinhardt sent an email to Lance Bowser, Peccia & Associates, requesting that they submit a request to the FAA for reimbursements of two payments to Loomacres Wildlife Management, for work done on the Wildlife Hazard Assessment at the airport for a total of \$19,013.14.

Commissioner Peterson and Commissioner Tweten left the office.

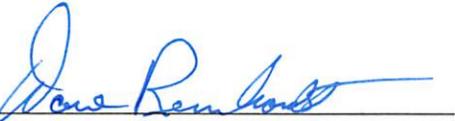
Chairman Reinhardt left the office to attend the Refuse Disposal District Board meeting.

The meeting was adjourned at 4:15 p.m.

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


Dave Reinhardt, Chairman

JANUARY 21, 2015

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

Chairman Reinhardt attended the Taylor Storage meeting this morning with Glen Meier, Valley County Sheriff.

Jeff Bortner, Lead Range Tech, USFWS, Fort Peck, MT, visited with the Commissioners about a variety of fire issues.

Mr. Bortner said he was working on developing a fire safety program at the Pine's Cabin area because it is such a volatile site with so much trees and material to fuel a fire. Once he can get the community on board, the community can apply for grant money to fund a project like this. Discussion followed.

Mr. Bortner said they will be sending out an informative mass mailing to the property owners in the Pine's Cabin area. If they could get five or ten property owners to do a cleanup project, then they hope the other property owners will get involved once they see the progress and results.

Chairman Reinhardt said he would like to see the brush cleaned out and the trees trimmed to reduce the fire hazards.

Bonnie Davidson, Glasgow Courier, joined the meeting.

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

Chairman Reinhardt asked for any additions and/or deletions to the agenda and there were none given and no public comment submitted.

The first item up for action was Employment and Termination Notices.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Employment for Julie McGuinness, who has completed her probationary period as a part-time Clerk for the Treasurer's Office, increasing her pay to \$13.80 per hour, effective January 12, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Employment for Karla Nix as a permanent, part-time Driver and Cleaner for the Transit, at \$11.88 per hour when driving, and \$11.00 per hour when cleaning, effective January 21, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Termination for Rebecca Voss as a Cleaner for the Transit effective January 19, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Termination for Chantill Garcia as a part-time Cleaner for the Transit effective December 6, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Tweten authorizing the Chairman to execute a Notice of Employment for Todd Young as the temporary, permanent, full-time Road Supervisor for the Road Department with a salary increase of \$1.00 per hour, as long as he is in this position, effective January 21, 2015. The motion was seconded by Commissioner Peterson and passed unanimously.

The next item on the agenda was the Mutual Aid Fire Agreement Between CMR and Valley County

A motion was made by Commissioner Peterson to sign the Mutual Aid Fire Agreement Between CMR and Valley County. Commissioner Tweten seconded the motion for discussion.

Chairman Reinhardt said that Dan Carney, Fire Marshall, Chris Knodel, Long Run Fire Chief, have reviewed the agreement and were fine with it.

Mr. Bortner asked the Commissioners if they had any questions and said that this is basically the Montana standard mutual aid agreement. He said he spoke with Mr. Carney for sometime a couple weeks ago and Mr. Carney was fine with the agreement and he has also spoken with Long Run Fire Chief Chris Knodel. He said it basically says that the agencies on the agreement will all help each other for the first 24 hours. After that time they will come up with a plan regarding who will be hired on to stay and fight fire and who will be paying for the services at that point.

Mr. Bortner said he is in the process of having the Valley County Dispatch call him when they dispatch Long Run to a fire in his areas so he can be made aware of the problem.

Chairman Reinhardt asked about the required qualifications needed from the local volunteer firefighters.

Mr. Bortner said that after the first 24 hours goes by and they need to hire some fire tenders to stay on and fight fire, then the driver of that tender has to have a red card verification from a National Wildland Coordinating fire group. The first 24 hours they will all work together and fight fire. Discussion followed.

Mr. Bortner said that if there is a fire in the cabin area at the Pines, then they will be fighting to put out the fire. He said their philosophy is to use fire for beneficial management, but if there is a fire in the Pines, it is a very dangerous volatile area and they will fight the fire to put it out for safety reasons. No retardant or heavy equipment can be used on the CMR. If a fire on the CMR was going to burn to the lake and go out, it would probably be left to burn.

Chairman Reinhardt asked for a vote on the motion to sign the Agreement and it passed unanimously.

The appointment of Owen Childers as the St. Marie Rural Fire District Trustee, as requested by Mr. Childers, was the next item on the agenda.

A motion was made by Commissioner Tweten to appoint Owen Childers to the St. Marie Rural Fire District Board for an open three-year term effective immediately and ending May, 2017. The motion was seconded by Commissioner Peterson and unanimously carried.

The last item on the agenda was to approve airport projects.

A motion was made by Commissioner Peterson, as per recommendation from the Valley County Airport Commission Board, to accept and sign the Capital Improvement Plan (CIP) for the Wokal Field/Glasgow International Airport, as listed, that was developed by Peccia & Associates, the motion was seconded by Commissioner Tweten and it passed unanimously.

Capital Improvement Plan (CIP) for Wokal Field/Glasgow International Airport

- 2015:** Preliminary Engineering for Taxilanes A, B, C, D, F, G, H and I Improvements. Taxilanes A & B are 1980 construction, 35 years old, while others are 1993 construction, 22 years old. Estimated total cost: \$60,000 (\$6,000 Valley County match)
- 2016:** Taxilanes A, B, C, E, F, G, H, and I Reconstruction; Pavement Maintenance on remaining pavements; and ARFF Proximity and Structural Suits (7-year life on Structural Gear, 5-year life on Proximity Gear.) Estimated total cost: \$1,585,000 (\$158,000 Valley County match)
- 2017:** Carry over funds, no projects.
- 2018:** Revenue Generating Fuel System. Estimated total cost: \$500,000 (\$50,000 Valley County match)
- 2019:** Carry over funds, no projects.
- 2020:** Carry over funds, no projects.
- 2021:** Reconstruct Taxiway C, realignment to Runway 12 and lighting
Rehabilitate (maintenance) Runway 8-26 (R-13, R-14)
Rehabilitate (maintenance) Taxiways / Taxilanes (T-4, T-7, T-9, T-10, T-11)
Rehabilitate (maintenance) Aprons (A-3, A-7)
Equipment - Acquire ARFF Safety Equipment - Proximity and Structural Suites
Estimated total cost: \$2,87,300,000 (\$501,800 Valley County match)

Commissioner Peterson said that they need to consider advertising for the engineering services for the Airport. The application is being reviewed by the Valley County Airport Commission right now and once they are satisfied with the proposal, the Commissioners will review it and proceed with advertising.

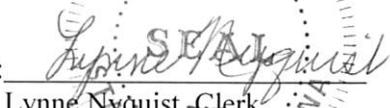
Mrs. Davison left the office.

Chairman Reinhardt took Mr. Bortner downstairs to meet and visit with Glen Meier, Valley County Sheriff.

Dan Carney, Fire Marshall, joined the meeting to sign the Mutual Aid Fire Agreement Between CMR & Valley County

The meeting was adjourned at 4:45 p.m.

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


Dave Reinhardt, Chairman

JANUARY 22, 2015

Commissioner Tweten was in the office today.

Nick Murnion, Valley County Attorney, visited with Commissioner Tweten for a while in the morning.

JANUARY 23, 2015

Commissioner Tweten was in the office in the morning.

JANUARUY 26, 2015

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

Glen Meier, Valley County Sheriff, visited with the Commissioners about an employee issue.

Connie Boreson, Valley County Health Department Supervisor, joined the meeting to discuss the possibility of closing the Valley County Health Department the morning of Monday, February 2nd because they have the opportunity to take some important, required training. Immunization Clinic starts at 2:00 on Monday and they would be open by then to take clients.

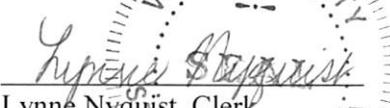
After some discussion the Commissioners were in agreement that they could close for the morning on February 2, 2015.

Mrs. Boreson said that she is going to Billings for oil spill contamination training on Wednesday and Thursday of next week.

There was some discussion regarding the billing services that Dawson County provides and Mrs. Boreson left the office.

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

ATTEST:


Lynne Nyquist, Clerk

ATTEST:


Dave Reinhardt, Chairman

JANUARY 27, 2015

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

Pat Gunderson, Bureau of Land Management, (BLM) District Manager, joined the meeting.

Mr. Gunderson said he wanted the Commissioners to know that the BM had rebuilt three dams, Triple Crossing (TC) Dam, Itcaine Dam and the Judy Dam, all located along the Little Beaver Road and the TC Road.

The Judy Dam is failing, and they are going to have to close the Beaver Branch Road to traffic because that road goes over the top of the damaged Judy Dam. The BLM will be breaching the dam so the water can flow through the Dam with the hopes that it will save some of the structure. He said that May is probably the earliest they would be able to start repairing the dam, depending on the Spring weather. Discussion followed.

The Commissioners asked Mr. Gunderson if the BLM would be interested in trading some of their County land for the Content Gravel Pit. Mr. Gunderson said they would probably be interested in trading for some land in the Bitter Creek area. He said the procedure of trading land is a long process and takes quite a long time before it is done. Discussion followed.

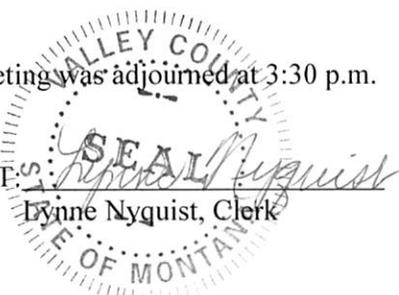
Mr. Gunderson left the office.

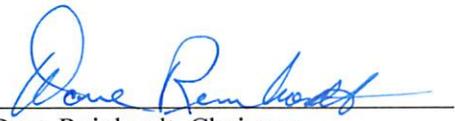
Dave Morton, Black Mountain Accounting System Representative, stopped in and visited with the Commissioners about some updates available with Black Mountain.

Dan Carney, Fire Marshall, visited with the Commissioners.

The Commissioners discussed a letter from the US Army Corps of Engineers (Corps) informing Valley County that the lease agreement with the Corps, which provides a building with storage area to house fire equipment in the Fort Peck area, is coming to an end. A letter will be sent informing the Corps that Valley County would like to continue with a new lease agreement for the storage space.

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

ATTEST: 
Lynne Nyquist, Clerk

ATTEST: 
Dave Reinhardt, Chairman

JANUARY 28, 2015

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

Kevin Sedgwick and Adam Hirstein from Tractor & Equipment Co. stopped in and visited with the Commissioners.

Chairman Reinhardt joined the meeting.

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

Chairman Reinhardt asked for any additions or deletions to the agenda and Commissioner Peterson added the appointment of a Long Run volunteer.

There was no public comment submitted.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Employment for Mary Jo James who is a Dispatcher for the Transit Department, giving her an increase in salary to \$13.90 per hour, effective January 26, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Employment for Stone Tihista, who is the Valley County Weed/Mosquito Coordinator, changing her funding source to 70% from Fund 2140, 5% from Fund 2841, and 25% from Fund 2205, effective January 27, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Termination for Timothy J. Puclik II, who was a Dispatcher for the Sheriff's Office, effective January 26, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

A motion was made by Commissioner Peterson authorizing the Chairman to execute a Notice of Termination for Curt Holter who is retiring as a Truck Driver/Operator for the Road Department, effective January 29, 2015. The motion was seconded by Commissioner Tweten and passed unanimously.

The next item on the agenda was to advertise for the engineering services to provide airport engineering and planning for the Valley County Airport.

A motion was made by Commissioner Peterson to publish the following Notice in the local paper, as requested by the Valley County Airport Commission. The motion was seconded by Commissioner Tweten and passed unanimously.

VALLEY COUNTY AIRPORTS - REQUEST FOR QUALIFICATIONS

Valley County is soliciting statements of qualifications and experience (SOQ) to be used in selecting a Principal Consultant to provide Airport Engineering and Planning Services for the Valley County Airports. Services are outlined in FAA Advisory Circular 150/5100-14D, including engineering or planning services for all phases and required incidental services for projects, which may be multiple-grant funded. The contract for consulting services is expected to be for a five-year period. The services to be provided may include, but are not limited to, the planning, design, construction inspection, coordination, and administration of all project stages for the following projects:

1. Pavement Construction, Rehabilitation, and Maintenance
2. Lighting, Signing, Navaid, and Electrical Improvements
3. Environmental Documentation
4. Complete Aeronautical Surveys
5. Airport Layout Plan (ALP) / Master Plan Update
6. Capital Improvement Planning (CIP)
7. Revenue Generation Facilities (Hangars, Fuel System)
8. Fencing, Gates, and Drainage Improvements
9. Terminal Building Construction / Improvements
10. Part 139 and TSA Compliance Items / Improvements
11. Land Acquisition
12. Acquire / Construct Snow Removal and ARFF Equipment and Buildings
13. Other Engineering and Planning Projects as Necessary.

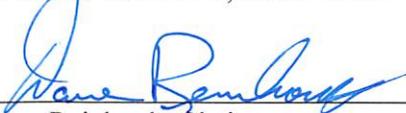
Selection criteria contained in the FAA Advisory Circular 150/5100-14D, will be applied in the following order of importance:

1. Recent experience in similar projects and airports.
2. Quality of previous projects
3. Qualifications of key personnel.
4. Capability of performing the projects.
5. Capability of meeting deadlines, schedules, and budgets.
6. Reputation and references.
7. Affirmative action program.

Upon review of the submitted material, Valley County and the Valley County Airport Board may select a consultant based on the submitted material, or reduce the list of applicants to approximately three (3) for oral presentation. A detailed scope of work will be developed with the highest ranked consultant. Firm consulting fees will be negotiated, utilizing an independent cost estimate as necessary, for the services to be performed under an FAA grant as approved by the FAA. This contract is subject to the provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of Department of transportation Regulations 49 CFR Part 26 (Disadvantaged Business Enterprise Participation). DBE firms are encouraged to submit. To be considered for these services, please provide four (4) copies post marked on or before February 11, 2015. All responses must be submitted in a sealed envelope plainly marked "Statement of Qualifications - Airport Engineering and Planning Services." The Statement of Qualifications should not exceed 40 pages including dividers. Questions or comments and submittals should be addressed to Kristie Brabeck, Valley County Airport Board, Chairperson, 100 Airport Road, Glasgow, Montana 59230. Phone 406-228-2719.

DATED this 28th day of January, 2015.

BOARD OF COUNTY COMMISSIONERS
VALLEY COUNTY, MONTANA



Dave Reinhardt, Chairman




ATTEST: Lynne Nyquist, Clerk

(Published January 28, 2015)

The added agenda item to appoint a Long Run fireman volunteer was the last item on the agenda to consider.

A motion was made by Commissioner Tweten to authorize the Chairman to execute a Glasgow Volunteer Fire Control Agreement between Valley County and Drew Wooley. The motion was seconded by Commissioner Peterson and the motion carried unanimously.

Todd Young, Valley County Road Supervisor, visited with the Commissioners about the shortage of staff at the Road Department. There has been six employees who have retired or left in the past six months, and none hired to replace those vacancies. Discussion followed.

After an update on the Road Department's current activities, Mr. Young left the office.

Terry Lee, St. Marie dropped off some information about the St. Marie Declaration and Pro Tanto, and visited with the Commissioners about St. Marie.

Larry Brence, Eastern Region Department Head for the Montana State Universality Extension Service, informed the Commissioners that he had been in Glasgow performing the job evaluations for the Glasgow Extension Agents and visited with the Commissioners about a variety of issues.

Mike Bain met with the Commissioners giving his review of what he has accomplished the past month in regards to Valley County's technical services.

Claims for the month of January were approved as follows;

Vendor	Claim #	Amount
1798 AGLAND CO-OP	63172	42.68
296 ALBERTSONS/PURCHASE ADVANTAGE CARD	63173	3.99
3479 ALFRED SCHMITT	63214	150.00
2853 ALL SEASON HOME CENTER	63213	20,038.14
184 AMERICAN WELDING & GAS INC	63215	111.45
558 ARCH'S TIRE & SERVICE	63174	869.00
	63216	93.00
3772 AVAILITY LLC	63175	158.00
975 BAILEY'S TEST STRIPS & THERMOMETERS	63176	104.50
75 BIG VALLEY WATER	63218	121.72
4273 BISHOP INC	63177	120,800.00
504 BOB BARKER CO INC	63178	977.53
	63219	130.80
4427 BS CENTRAL INC	63217	168.00
182 CARQUEST AUTO PARTS	63220	1,273.11
1143 CASCADE CO REGIONAL YOUTH SERV CENTER	63221	954.00
3360 CENTURY LINK	63319	1,148.58
4761 CENTURY LINK	63179	182.60
3839 CHAPPELL'S AUTOMOTIVE INC	63222	1,581.61
1148 CHIEF SUPPLY CORPORATION	63223	193.11
677 CITY OF GLASGOW	63212	77,900.63
	63224	1,602.55
4723 CITYSERVICEVALCON	63320	20,650.47
3680 CONNIE KAWASAKI	63225	150.00
4554 CONSOLIDATED TELECOM, INC	63324	2,500.00
36 COTTONWOOD INN	63180	346.75
	63226	60.00
1281 CREDIT BUREAU OF MILES CITY	63227	120.00
225 D & G SPORTS & WESTERN	63228	314.90
39 DALE PLUMBING & HEATING INC	63229	377.57
2740 DARLA SHIPMAN	63181	72.00
4223 DAVID REXHAUSEN	63230	150.00
1629 DAWSON COUNTY	63182	475.40
903 DELL MARKETING L.P.	63183	1,377.98
4573 DIAGNOSTIC PEST SOLUTIONS	63231	41.50
260 EASTERN MONTANA MENTAL HEALTH CENTER	63184	17,148.62
634 ENVIRONMENTAL RESOURCE MANAGEMENT INC	63185	3,615.96
4827 ESTOP BUSINESS LICENSES	63232	649.00
812 EZZIE'S WHOLESALE INC	63186	32,022.61
	63233	4,781.14
2757 FARM EQUIPMENT SALES	63234	131.29
1369 FIRST INTERSTATE BANK	63235	625.00
54 FOOD SERVICES OF AMERICA	63187	8,340.97
57 FOSSUM READY MIX INC	63236	150.00
59 FRANCES MAHON DEACONESS HOSPITAL	63237	1,061.96
206 FRANCES MAHON DEACONESS HOSPITAL	63238	2,182.92
311 GAFFANEYS TOTAL OFFICE SOURCE INC	63239	2,190.08
247 GALLS LLC	63240	1,104.39
66 GLASGOW AUTO SAFETY CENTER	63241	294.00
69 GLASGOW CLINIC INC	63242	173.00
71 GLASGOW COURIER INC	63243	562.75
762 GLAXOSMITHKLINE PHARMACEUTICALS	63244	404.61
67 GLENN'S AUTOMOTIVE REPAIR	63245	30.00
4299 GLOBALSTAR USA	63188	28.59

Vendor	Claim #	Amount
301 GRAINGER	63246	19.71
4629 HARMONY COMMUNICATIONS INC	63247	75.00
4826 HAZ TECH DRILLING INC	63248	1,782.56
392 HI LINE FORD INC	63249	1,131.32
3301 HOME CARE SERVICES	63250	432.26
4828 IDEAL MFG. INC.	63251	351.75
2885 INTERSTATE BATTERIES	63252	251.85
153 IRENE STANDING	63253	150.00
3576 J & M DISTRIBUTING	63254	111.12
15 JAMES BAILEY	63255	150.00
4308 JON BLOCKHUS	63256	150.00
96 LILA KULCZYK	63257	150.00
2920 MADESC	63322	50.00
3133 MAPPING & PLANNING SPECIALISTS, INC	63189	1,698.75
	63271	1,305.00
101 MARKLE'S INC	63258	2,042.55
2475 MATTFELDT ELECTRIC	63259	23.19
4756 MICHAEL BAIN	63261	4,880.00
4417 MIDWEST LABORATORIES INC	63260	20.00
3557 MILLER OIL CO	63262	759.33
3042 MOGAN'S SPRINKLERS	63263	125.00
252 MONTANA AERONAUTICS DIVISION	63264	21,506.85
1287 MONTANA ASSC OF COUNTY CLERK & RECORDERS	63266	500.00
540 MONTANA ASSOCIATION OF COUNTIES/MACO	63190	471.20
	63265	20.00
969 MONTANA COUNTY ATTORNEYS ASSOCIATION	63191	783.00
1069 MONTANA COUNTY TREASURER'S ASSOCIATION	63192	465.00
113 MONTANA DAKOTA UTILITIES	63267	6,502.02
697 MONTANA LAW ENFORCEMENT ACADEMY	63268	180.00
1255 MONTANA TRANSIT ASSOCIATION COORDINATOR	63269	150.00
1128 MONTANA WEED CONTROL ASSOCIATION	63270	250.00
239 MSU EXTENSION SERVICE	63193	4,580.46
2750 NAEIR	63272	38.00
691 NASHUA SENIOR CITIZENS	63273	1,000.00
183 NEMONT TELEPHONE COOPERATIVE, INC	63194	5,041.29
4647 NETWORK CREATIVE GROUP LL	63274	570.00
4744 NORMAN STEPHENSON	63275	150.00
470 NORMONT EQUIPMENT CO	63276	414.06
121 NORTHERN MONTANA TEXTILES SERVICES	63277	976.59
115 NORTHWESTERN ENERGY	63195	1,387.59
	63278	10,121.09
120 NORVAL ELECTRIC CO-OP INC	63196	1,682.58
	63279	31.65
4829 OAK HALL INDUSTRIES, LP	63280	446.95
4792 OREILLY AUTOMOTIVE INC	63281	143.95
126 PACIFIC STEEL & RECYCLING	63282	31.43
4248 PARK GROVE BAR & CAFE	63197	306.00
3087 PAT NEULEIB	63198	1,310.00
129 PETTY CASH	63283	147.64
131 PITNEY BOWES INC	63284	113.49
4700 PRAIRIE RIDGE VILLAGE LLP	63285	384.00
2768 PRIORITY COMMUNICATIONS	63323	127.00
135 PRO CO-OP	63286	109.10
2620 RDO EQUIPMENT TRUST #80-5800	63199	699.42
4810 RDO TRUCK CENTER	63287	1,318.48
76 REYNOLDS	63288	991.25
251 RICK MOLVIG	63290	150.00
4051 ROBERT LIPSCOMB	63289	42.92
4818 S & S WELDING SUPPLY LLC	63291	796.60
3910 SCOTTIE EXPRESS WASH INC	63292	12.00
4586 SHOPKO	63200	45.99
472 STATE OF MONTANA	63293	5.85
3589 STERICYCLE, INC	63294	12.00
3693 STOUGHIE'S BAR AND GRILL	63201	817.00
162 SYSCO MONTANA INC	63295	507.34
163 T & R TRUCKING INC	63202	11,752.38
	63296	42.00
4747 TARA STROMMEN	63203	60.00
2914 TASER INTERNATIONAL	63297	175.00
6 TAYLOR STORAGE	63204	600.00
	63298	80.00
788 TERRY LIGHTHIZER	63299	259.43
291 THE CHEMNET CONSORTIUM	63300	135.00
3902 THE OUTPOST	63205	997.50
2996 THOMPSON & SONS	63301	5,058.72
41 TIRE-RAMA SERVICE CENTER	63302	1,529.85
1074 TOWER DISTRIBUTION COMPANY	63206	359.66
680 TOWN OF OPHEIM	63207	60.00
171 TRACTOR & EQUIPMENT CO	63303	1,148.49
172 TRI STATE TRUCK-EQUIP INC	63305	201.42
174 TRIPLE A GLASS INC	63304	472.08
1296 U.S. BANK TRUST-SPA LOCKBOX CM9695	63321	8,963.22

Vendor	Claim #	Amount
787 U.S. POSTAL SERVICE/PITNEY BOWES	63306	748.39
77 VALLEY BUILDERS SUPPLY	63307	110.80
4561 VALLEY CO AIRPORT COMMISSION	63308	123.66
1452 VALLEY CO COUNCIL ON AGING	63309	52.00
614 VALLEY CO TRANSIT	63310	543.90
674 VALLEY VIEW HOME	63311	160.00
3247 VAXSERVE	63312	207.87
1087 VISA	63313	101.12
3023 VISA	63314	14.00
3559 VISA	63208	1,793.17
4061 VISA	63209	610.38
4050 VISA 7495	63210	1,885.31
876 WEST PAYMENT CENTER	63315	283.40
188 WESTERN DRUG INC	63316	264.08
32 WEX BANK	63211	339.26
190 WILLS OFFICE WORLD/RADIO SHACK	63317	219.53
193 ZERBE BROS INC	63318	184.15
Total:		451,273.41

Payroll for the month of January was approved in the amount of \$530,880.66.

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

ATTEST:

Lynne Nyquist
Lynne Nyquist, Clerk

ATTEST:

Dave Reinhardt
Dave Reinhardt, Chairman

JANUARY 29, 2015

Commissioner Tweten was in the office in the morning.