

## BILLINGS COUNTY COMMISSION Proceedings

### BILLINGS BOARD OF COMMISSIONERS REGULAR MEETING MINUTES – JANUARY 6, 2026

9:00 A.M. – Commissioners  
Room, Billings County  
Courthouse, Medora, ND

#### PRESENT

Chairman Dean Rodne,  
Commissioner James Haag,  
Commissioner Steven Klym.

Others present during portions of the meeting: Auditor Marcia Kessel, State's Attorney Jared Gietzen, Tax & Zoning Director Stacey Swanson, Maintenance Supervisor Dale Frieze, Sheriff Dean Wyckoff, Major Travis Collins, Fire Chief Kyle Shockley, Road Superintendent Pat Redmond, EMS Director Kyle Michels, Clerk/Recorder Juliana Hammerstrom, Deputy Auditor Anna Moe, Lori Elliot, and other staff and members of the public.

#### CALL TO ORDER

Chairman Rodne called the meeting to order at 9:00 A.M. The Pledge of Allegiance was recited.

Rodne stated his intent for future meetings to be recorded by video and reiterated meeting etiquette, including the requirement that speakers state their name before commenting. Auditor Kessel activated audio and video recording equipment.

#### PUBLIC COMMENT

No public comment was offered.

#### APPROVAL OF MINUTES

Chairman Rodne noted one correction under the prior month's report from Misty Hayes regarding Buffalo Gap Road.

Motion: Approve the December 4, 2025 regular meeting minutes and the December 30, 2025 special meeting minutes. Made by: Haag Second: Klym Vote: Motion carried unanimously.

APPROVAL OF AGENDA  
Auditor Kessel requested adding a City of Medora Rural Catalyst Grant Application – Letter of Support.

Motion: Approve the agenda with the addition. Made by: Klym Second: Haag Vote: Motion carried unanimously.

#### DEPARTMENT REPORTS

**FIRE DEPARTMENT** – Chief Kyle Shockley

•Reported 56 responses in 2025 and seven spills in the past month.

•Annual meeting scheduled for March 18 at Medora Hall.

•Board meetings will rotate through stations on the third Wednesday of each month.

•Presented the annual Bowman Radar Contract.

Motion: Approve the annual Bowman Radar Contract for \$2,500. Made by: Rodne Second: Klym Vote: All voted aye. Motion carried.

#### SHERIFF

•Provided updates on planning for the Theodore Roosevelt Presidential Library (TRPL) grand opening.

•Multiple coordination

meetings scheduled with the Governor's Office, Highway Patrol, DOT, Library staff, and City/County officials.

•Requested state assistance due to anticipated attendance exceeding local capacity.

•Reported receipt of a \$5,000 grant from Oneok.

•Pat Rummel emphasized the need to identify a funding source for county obligations related to the TRPL event.

•Noted recent public concern regarding the I94 speed limit changes; speed limit restored to 80 mph.

Commissioner comments reinforced urgency in securing state/library funding commitments within the week.

•MAINTENANCE – Dale Frieze

•Reported a water main break on the south side of the courthouse caused by a rusted 6" coupler. Repairs completed; preventive maintenance performed on the 4" line.

•Discussion held regarding afterhours emergency notifications and potential need for additional monitoring sensors.

EMS – Director Kyle Michels

•Reported 370 calls in 2025, a new department record.

•Yearend report provided.

•Received a \$5,000 Oneok grant to replace tactical vests.

•All ambulances operational; new ambulance delayed to September 2026.

#### ENGINEERING

– Jeremy Wood, Northern Plains Engineering

•135th Avenue Project: Culvert phase completed; remaining grading expected in April–May. Awaiting DOT response on flex funding request.

•Upper Magpie Bridge Project: Rightofway and Corps permit secured. DOT must update wetland table. April bid opening anticipated.

•Project will use a double-cell box culvert; historic bridge to be removed due to no adoption interest.

R O A D  
SUPERINTENDENT – Pat Redmond

•Crews plowing snow, sanding, and hauling stockpiles.

•District 1 installed front lift and blower; District 2 hired a new employee.

•State exploring rightofway acquisition and construction of 36th Street to Rough Rider State Park.

•Discussion on Sully Creek subdivision rightofway and utility easements.

•State to fund improvements; gravel surfacing likely.

•Wyrick Construction to begin crushing at Maus and

Schurke pits in spring.  
Load Pass Road Restrictions Discussion

•Redmond recommended north vs. south of I94 as the only enforceable zone boundary.

•Commissioners discussed challenges of east/west boundaries and inconsistent road conditions.

•Consensus to proceed with north/south zoning for load restrictions.

•Equipment Use Policy

•Commissioners discussed nonemployees operating county equipment.

•Auditor confirmed policy manual prohibits this and insurance does not cover nonemployees.

•Board directed that the practice must stop.

AUDITOR'S REPORT – Marcia Kessel

•Council on Aging Appointment: Darlene Mitchell resigned; Auditor will return next month with a recommendation.

•City of Medora Rural Catalyst Grant Application: Presented letter of support for the city pool project.

Motion: Approve the letter of support for the City of Medora's Rural Catalyst Grant application. Made by: Klym Second: Haag Vote: All voted aye. Motion carried.

#### 2026 RESOLUTIONS:

► LEGALS, continued page 11

## SECTION 00100 ADVERTISEMENT FOR BIDS

### 2026 TIM ARMBRUST PIT CRUSHING & STOCKPILING GRAVEL E1/2 SEC 12, T142N, R99W BILLINGS COUNTY, NORTH DAKOTA

Sealed bids will be received by Billings County, at the office of the Billings County Auditor, 495 4th Street, PO Box 168, Medora, North Dakota, 58645, until **11:00 a.m. MT, March 3rd, 2026**, at which time they will be publicly opened and read aloud for the furnishing of materials, labor, equipment and skill required for the construction of **Crushing and Stockpiling Gravel** and incidental items in and for said Billings County, as is more fully described and set forth in the project manual therefore, which are now on file in the office of the Billings County Auditor.

Bids shall be upon cash payment on the following estimated quantities and types of work:

1 LSUM CONTRACT BOND; 60 EA REMOVAL OF TREES; 450 LF REMOVAL OF BUSHES; 1 LSUM STRIP & STOCKPILE TOPSOIL & OVERBURDEN; 60,000 CY CRUSH & STOCKPILE GRAVEL; 1 LSUM RECLAIM PIT SITE; 1 LSUM MOBILIZATION

The contract documents are on file and may be examined at the following:

Billings County Auditor, 495 4th St, Medora, North Dakota  
KLJ, 677 27th Ave E, Dickinson, North Dakota

Complete digital project bidding documents are available at [www.kljeng.com](http://www.kljeng.com) "Projects for Bid" or [www.questcdn.com](http://www.questcdn.com). You may download the digital plan documents for \$22 by inputting Quest Project #10033846 on the website's Project Search page. Please contact QuestCDN at (952) 233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in free membership registration, downloading, and working with this digital project information. Please contact us at 701-483-1284 if you have any questions.

All bids are to be submitted on the basis of cash payment for the work and materials, and each bid shall be accompanied by a separate envelope containing the contractor's license and bid security. The bid security must be in a sum equal to five per cent (5%) of the full amount of the bid and must be in the form of a bidder's bond. A bidder's bond must be executed by the bidder as principal and by a surety company authorized to do business in this state, conditioned that if the principal's bid be accepted and the contract awarded to the principal, the principal, within ten (10) days after notice of award, will execute and effect a contract in accordance with the terms of his bid and the bid bond as required by the laws of the State of North Dakota and the regulations and determinations of the governing body. If a successful bidder does not execute a contract within ten (10) days allowed, the bidder's bond must be forfeited to the governing body and the project awarded to the next lowest responsible bidder.

All bidders must be licensed for the full amount of the bid as required by Section 43.07.07 and 43.07.12 of the North Dakota Century Code.

The successful Bidder will be required to furnish Contract Performance and Payment Bonds in the full amount of the contract.

Contracts shall be awarded on the basis of the low bid submitted by a responsible and responsive bidder for the aggregate sum of all bid items. A single contract will be awarded for the work.

All bids will be contained in a sealed envelope, as above provided; plainly marked showing that such envelope contains a bid for the above project. In addition, the bidder shall place upon the exterior of such envelope the following information:

1. The work covered by the bidder
2. The name of the bidder
3. Separate envelope containing bid bond and a copy of North Dakota Contractor's License or certificate of renewal.
4. Acknowledgement of the Addenda.

No Bid will be read or considered which does not fully comply with the above provisions as to Bond and licenses and any deficient Bid submitted will be resealed and returned to the Bidder immediately.

The work on the improvement will be completed by **October 30th, 2026**.

The Owner reserves the right to reject any and all bids, to waive any informality in any bid, to hold all bids for a period not to exceed 30 days from the date of opening bids, and to accept the bid deemed most favorable to the interest of the Owner.

Should the Contractor fail to complete the work within the time required herein or within such extra time as may have been granted by formal extensions of time approved by the Owner, there will be deducted from any amount due the Contractor the sum of **\$900** per day and every day that the completion of the work is delayed. The Contractor and his surety will be liable for any excess. Such payment will be as and for liquidated damages.

Dated this 21st day of January, 2026.

**BILLINGS COUNTY, NORTH DAKOTA**  
/s/Marcia Kessel  
Billings County Auditor

(Published Feb. 5, 12 & 19, 2026)

## GOLDEN VALLEY MANOR BENEFIT

### Spaghetti Dinner & Pie/Craft Auction at the Beach Community Center Sunday, February 22



Serving dinner from  
12 noon to 1:30 p.m.  
(Gluten free noodles available)

\*Live Auction at 1 p.m.\*

Free-will Donation for the Dinner

All donations of pies and crafts to be auctioned are gladly accepted! Just bring them with you to the Manor!

Sponsored by St. Paul's Lutheran Church,  
Thrivent and the Golden Valley Manor  
Make all checks out to the Golden Valley Manor Foundation

## NOTICE OF ZONING MEETING

The Billings County Planning & Zoning Commission will hold a regular meeting on Thursday, February 19, 2026 at 1:00 PM in the Commissioner's Room at the county courthouse, to consider recommending to the Board of County Commissioners the approval or denial of the following items:

Applications: None

The board will also review any zoning applications submitted to the zoning department for projects within the Medora Area Plan boundary prior to the final review and administrative approval by the zoning director at the meeting.

Other business:

Review requirements of floodplain management in North Dakota based on changes to state law adopted in SB 2027 during the 2025 legislative session. See ND Department of Water Resources website for details: [https://www.dwr.nd.gov/reg/approp/floodplain\\_management/nfip\\_fm\\_senate\\_bill\\_2027.html](https://www.dwr.nd.gov/reg/approp/floodplain_management/nfip_fm_senate_bill_2027.html)

Review draft of the Billings County Floodplain Management Ordinance based on the Model A Ordinance for communities NOT currently mapped by FEMA provided by the ND DWR and make a recommendation to the Board of County Commissioners.

Review regulations and zoning ordinances related to camping, campgrounds & RV parks. Make a recommendation for amending Section 5.3.2(a) Conditionally Permitted Uses in Recreational Districts for Recreational Vehicle Parks, & Campgrounds and associated definitions.

Review regulations and zoning ordinances related to Mobile Food Units, Transient Merchants, and Temporary Use Permits and make a recommendation for amending Article VI: Special Provisions 6.17 for Temporarily Permitted Uses and add Special Provision 6.19 for Transient Merchants and Mobile Food Units.

Standing agenda items:

- TRMF Project Updates
- The board will also address potential & pending zoning violations and recommend any action needed by the Zoning Director, State's Attorney, or Board of County Commissioners.

General meeting information:

- Applications and ordinances are available for review during regular office hours at the Billings County Courthouse. If special accommodations are needed, please notify the auditor so that appropriate aids may be made available.
- To attend the meeting remotely via TEAMS, please see the meeting notice posted in the calendar on the Billings County website at <https://www.billingscountynd.gov/> for instructions.

Dated at Medora this 30<sup>th</sup> day of January, 2026.  
Stacey Swanson, Zoning Director

February 5 & 12, 2026