

City of Medora					
Preliminary Financial Statement FY 2025					
Fund	Beginning Balance	Expenditures	Revenues	Transfers	Ending Balance
General	\$ 3,007,761.87	\$ 1,785,481.75	\$ 2,070,185.34		\$ 3,292,465.46
Outdoor Recreation	\$ 9,437.12	\$ 32,619.15	\$ 12,850.51		\$ (10,331.52)
Public Utility	\$ 435,730.35	\$ 610,565.24	\$ 609,924.87		\$ 435,089.98
Highway Tax	\$ 403,268.44	\$ 50,313.04	\$ 97,187.53		\$ 450,142.93
Occupancy Tax	\$ 247,764.94	\$ 186,838.37	\$ 211,097.82		\$ 272,024.39
1/2 % Sales Tax	\$ 1,067,229.48	\$ 76,112.48	\$ 76,112.48		\$ 1,067,229.48
2 % Sales Tax	\$ 4,354,454.13	\$ 9,128.68	\$ 1,065,575.17		\$ 5,410,900.62
Cash Reserves					
TOTALS	\$ 9,525,646.33	\$ 2,751,058.71	\$ 4,142,933.72		\$ 10,917,521.34

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 "Projects for Bid" or 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 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)

SECTION 00100
INVITATION TO BID

Notice is hereby given, that separate sealed bids for the construction of Lagoon Cell #4 Repairs will be received by the City of Medora, North Dakota at the office of Auditor, 465 Pacific Avenue PO Box 418A, Medora, North Dakota until 1:30 PM, local time on Thursday March 5, 2026, and then publicly opened and read aloud.

The project consists of: Reconstruction and expansion of Lagoon Cell #4 for the City of Medora, ND.

The complete set of Contract Documents, including drawings and specifications, is on file with the Owner at 465 Pacific Avenue, Medora, ND and the office of Brosz Engineering, Inc. 109 S. Main, Bowman, ND. Digital Contract Documents are also available from QuestCDN and can be accessed from the Brosz Engineering website at www.broszeng.com under the "Bid Information" page. The cost for downloaded (electronic) plans is \$22. The official Plan Holders list can be viewed for the project on the QuestCDN website. Only electronic plan holders downloaded via QuestCDN will receive addendum notifications. Contractors using any other means for obtaining plans and specifications must periodically check the QuestCDN website for any addenda.

The City of Medora reserves the right to reject any or all Bids and waive any defects therein.

Disabled persons needing assistance, please contact the Office of Auditor at least 72 hours before the services are required. For more information or for complaints about ADA compliance, call (701) 623-4828.

Dated at Medora, North Dakota February 3, 2026
/s/ Derwin Zuroff
Derwin Zuroff, Mayor
City of Medora, North Dakota

Published February 12, 19 & 26, 2026

NOW HIRING
Administrative Support - Full-time

The **North Dakota Cowboy Hall of Fame** is seeking a reliable, detail-oriented individual for a full-time Administrative Support position. This role is essential to daily operations and supports membership services, financial data entry, and administrative functions.

Key Skills & Responsibilities

- Accurate accounts receivable and accounts payable data entry
- Member services, including new memberships, renewals, and responding to member questions
- Preparing reports, handling mail correspondence, and invoicing
- Providing administrative support to the Executive Director
- General office duties including filing, answering phones, and record management

Required Skills & Experience

- Strong organizational skills and attention to detail
- Proficiency in Microsoft Word and Excel
- Ability to learn new systems; training provided for membership software
- Professional communication and customer service skills

Preferred (Not Required)

- Retail experience
- Familiarity with point-of-sale (POS) software
- Familiarity with Quickbooks

Position Details

- Full-time, on-site position

How to Apply

Please email your resume to:
Rick Thompson, Executive Director
execdir@northdakotacowboy.com

(2-12, 2-19, 2-26, 3-5)



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PIONEER



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