

# HILL COUNTY WATER DISTRICT

DAVE JONES 406-397-3238  
LOWELL STRISSEL 406-397-3169  
LARRY OLSON 406-292-3386  
LARRY FOSSEN 406-292-3320

BILLING  
P.O. BOX 2267  
HAVRE, MONTANA 59501

ROB MOOG 406-292-3288  
DAN HYBNER 406-355-4354  
KEVIN SPRINGER 406-372-3122  
LANAY KAPPERUD 406-376-3116

SCOTT DECKER,  
MANAGER  
406-397-3387  
406-390-3914  
hcwd@mtintouch.net

OFFICE  
104 SECOND STREET  
P.O. BOX 95  
HINGHAM, MT 59528  
OFFICE 406-397-3387  
FAX 406-397-3288

TAMMY R. PIKE  
BOARD SECRETARY/  
BOOKKEEPER  
406-397-3387  
406-390-0283  
tpikehcwd@live.com

[www.hillcountywaterdistrict.com](http://www.hillcountywaterdistrict.com)

## OCTOBER 2016 AGENDA

**Wednesday, October 5, 2016 - 7:30 p.m.** at the District's shop/office at 104 Second Street at Hingham, Montana.

Recognition of visitors; Public comments, limited to any matter not on this agenda and within the jurisdiction of the District Board; 3-minute time limit per speaker.

Call to order and approval of minutes of previous meeting.

OLD BUSINESS:

OTHER OLD BUSINESS:

NEW BUSINESS:

1. Employee Report
2. CD Renewal

OTHER NEW BUSINESS:

OTHER:

1. Delinquencies
2. Bills

**NEXT REGULAR MEETING – November 2, 2016 at 7:30 p.m.**

## MINUTES OF THE REGULAR MEETING OF THE HILL COUNTY WATER DISTRICT

The regular meeting of the Hill County Water District was held on September 7, 2016, at the District's shop/office at Hingham, Montana.

**RECOGNITION OF VISITORS:** No visitors were present.

### **CALL TO ORDER:**

The meeting was called to order at 8:00 p.m. by Vice President Lowell Strissel, who acted as Chairman. All board members were present except Dave Jones and Larry Olson and the chairman declared a quorum present. Also present were Secretary Tammy Pike and Manager Scott Decker.

**PUBLIC COMMENTS:** No other members of the public were present or made any comments.

### **APPROVAL OF MINUTES FROM PREVIOUS MEETINGS:**

The Chairman asked for corrections or additions to the minutes of the June 1, 2016 regular board meeting previously received by all board members. On motion by Larry Fossen, seconded by Rob Moog, the Board approved the minutes of the June 1, 2016 regular board meeting.

### **OLD BUSINESS:**

None.

### **OTHER OLD BUSINESS:**

None.

### **NEW BUSINESS:**

**FINANCIAL REPORT:** Tammy Pike referred the Board to the financial report completed by Anderson Zurmuehlen and the Profit & Loss Statements included with the meeting materials. Ms. Pike noted revenues are up 11% (\$62,539) from the previous year, expenses were down 4% (\$21,748) from the previous year and the District saw a 2% increase (\$74,633) in its net position from the previous year. The Board reviewed the reports and discussion took place. On motion by Rob Moog, seconded by LaNay Kapperud, the Board approved the reports as presented.

**EMPLOYEE REPORTS:** Scott Decker reported on replacing the reagent blocks in the five in-line chlorine analyzers at the Pumpstations and the ph and temp sensor at BPS #1.

Mr. Decker advised the board the master meters were installed on all branch lines and three towns. Mr. Decker noted a 12% system wide water loss in August.

Mr. Decker also reported a bleed off hydrant on the Inverness main line was replaced and two others will need to be replaced as they are not shutting off.

Mr. Decker reported the Encroachment Permit was approved by the Hill County Commissioners and a new drain field was completed.

Mr. Decker also reported that Micro-Comm will be upgrading the RTU devices in the pumpstations in Hingham, Inverness and Joplin. VFD drives will also be installed to help maintain constant pumping pressures and will allow employees to control all pumps remotely when necessary.

Mr. Decker discussed dismantling the plumbing in the basement of the Kremlin Pumpstation. The plumbing is corroded and could fail. The intake lines will be capped at the valves.

Mr. Decker advised the Board the BOR will be reducing flow into the Marias River in October to 350 CFS. Flow is currently set at 499 CFS. Mr. Decker is hoping high demand usage has subsided by the time the flow is reduced to 350 CFS to avoid issues.

Mr. Decker received an email from Jody Hellegaard of North Central Regional Water Authority and our request for a reduction of the allotment is being reviewed by Steve Wade.

Mr. Decker reported the yearly DBP samples were taken the second week of August and the results came back with numbers well below the MCL.

Mr. Decker discussed with the Board three different inquires to tap onto the main line. Two are on the Inverness main line and the other is on the main line close to Gildford. The Board discussed the matter and had no objections with the taps.

Mr. Decker advised the Board he will be receiving a used reader which is a smaller version of what we currently have. The reader is compatible with the belt clip transceiver and will be used to read the towns and as a backup if the main reader unit fails.

Mr. Decker reported the town master meter in Inverness has failed and a new one has been ordered.

Mr. Decker also ordered an injector repair kit and two Regal chlorine injectors were sent in to be rebuilt.

**OTHER NEW BUSINESS:**

None.

**OTHER BUSINESS:**

**DELINQUENCIES:** The Board reviewed reports on current delinquencies.



BILLS: The Board reviewed the list of monthly bills; a copy of the list of current bills is appended to these minutes. On motion by Rob Moog, seconded by Larry Fossen, the Board approved all such bills for payment.

Since the Board had no further business, the Chairman adjourned the meeting.

  
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Tammy R. Pike, Secretary

Next Regular Meeting – Wednesday October 5, 2016 at 7:30 p.m. at the District's shop/office at 104 Second Street, Hingham, Montana.

HILL COUNTY WATER DISTRICT

9/7/2016 12:01 PM

Register: 1020 · Cash in Bank -Independence Bank

From 06/02/2016 through 09/07/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/03/2016			-split-	Deposit		X	12,806.08	124,011.36
06/03/2016	eft	Montana Dept. of Re...	2100 · State Wtihholding	4026077-002-...	516.00	X		123,495.36
06/03/2016	EFT	American Funds	-split-		1,243.37	X		122,251.99
06/06/2016	eft	United States Treasury	-split-	81-0297216	2,923.70	X		119,328.29
06/08/2016	3479	American Welding &...	2005 · Accounts Payab...		24.45	X		119,303.84
06/08/2016	3480	Black Mountain Soft...	2005 · Accounts Payab...	Annual Mainte...	1,267.00	X		118,036.84
06/08/2016	3481	D P C Industries	2005 · Accounts Payab...		154.38	X		117,882.46
06/08/2016	3482	Fleet Wholesale Sup...	2005 · Accounts Payab...		179.00	X		117,703.46
06/08/2016	3483	Hill County Electric	2005 · Accounts Payab...		5,261.00	X		112,442.46
06/08/2016	3484	ME Lab	2005 · Accounts Payab...		168.00	X		112,274.46
06/08/2016	3485	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	475.69	X		111,798.77
06/08/2016	3486	Office Equipment Co.	2005 · Accounts Payab...	HCWD08	20.42	X		111,778.35
06/08/2016	3487	Pacific Steel & Recy...	2005 · Accounts Payab...		119.40	X		111,658.95
06/08/2016	3488	Triangle Communica...	2005 · Accounts Payab...		243.28	X		111,415.67
06/08/2016	3489	Ward's Repair Parts	2005 · Accounts Payab...		20.66	X		111,395.01
06/08/2016	3490	Western Lumber & S...	2005 · Accounts Payab...		29.09	X		111,365.92
06/10/2016			-split-	Deposit		X	6,725.04	118,090.96
06/10/2016			-split-	Deposit		X	3,665.36	121,756.32
06/10/2016			-split-	Deposit		X	16,154.49	137,910.81
06/15/2016	3491	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	1,476.10	X		136,434.71
06/15/2016	3492	American Pipe & Su...	2005 · Accounts Payab...		486.04	X		135,948.67
06/15/2016	3493	D P C Industries	2005 · Accounts Payab...		20.00	X		135,928.67
06/15/2016	3494	Hach Company	2005 · Accounts Payab...	243730	215.14	X		135,713.53
06/15/2016	3495	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	999.14	X		134,714.39
06/15/2016	3496	Office Equipment Co.	2005 · Accounts Payab...	HCWD08	269.18	X		134,445.21
06/17/2016			-split-	Deposit		X	9,836.98	144,282.19
06/27/2016		QuickBooks Payroll ...	2110 · Wages Payable	Created by Pay...	7,346.60	X		136,935.59
06/28/2016		Decker, Scott N	-split-	Direct Deposit		X		136,935.59
06/28/2016		Cady, Lonnie M.	-split-	Direct Deposit		X		136,935.59
06/28/2016		Pike, Tammy R.	-split-	Direct Deposit		X		136,935.59
06/29/2016	3497	Dearborn National Li...	2005 · Accounts Payab...	M120040	35.10	X		136,900.49
06/29/2016	3498	Hach Company	2005 · Accounts Payab...	243730	2,099.43	X		134,801.06
06/29/2016	3499	LC Inc.	2005 · Accounts Payab...		770.00	X		134,031.06
06/29/2016	3500	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	2,968.03	X		131,063.03
06/29/2016	3501	Northwestern Energy	2005 · Accounts Payab...		130.92	X		130,932.11
06/29/2016	3502	Tilleman Equipment	2005 · Accounts Payab...		250.00	X		130,682.11
06/30/2016			-split-	Deposit		X	1,288.50	131,970.61
06/30/2016			12000 · Undeposited F...	Deposit		X	113.31	132,083.92
06/30/2016			4320 · Interest Income	Interest		X	17.12	132,101.04
07/01/2016	eft	American Funds	-split-		1,245.20	X		130,855.84

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07/01/2016	eft	Montana Dept. of Re...	2100 · State Withholding	4026077-002-...	518.00	X		130,337.84
07/01/2016	eft	Unemployment Insur...	-split-	031 4163	66.19	X		130,271.65
07/01/2016	3503	Allegiance	2140 · Accrued Payroll...		325.00	X		129,946.65
07/01/2016	3504	Hach Company	2005 · Accounts Payab...	243730	655.47	X		129,291.18
07/01/2016	3505	MACO/JPIA	2005 · Accounts Payab...		9,174.00	X		120,117.18
07/01/2016	3506	North 40 Outfitters	2005 · Accounts Payab...		266.76	X		119,850.42
07/05/2016	eft	United States Treasury	-split-	81-0297216	2,937.48	X		116,912.94
07/12/2016	3507	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	158.19	X		116,754.75
07/12/2016	3508	Ag Air Inc.	2005 · Accounts Payab...		61.50	X		116,693.25
07/12/2016	3509	American Pipe & Su...	2005 · Accounts Payab...		46.06	X		116,647.19
07/12/2016	3510	American Welding &...	2005 · Accounts Payab...		58.60	X		116,588.59
07/12/2016	3511	Farmers Union Oil	2005 · Accounts Payab...		61.96	X		116,526.63
07/12/2016	3512	Fastenal	2005 · Accounts Payab...		76.43	X		116,450.20
07/12/2016	3513	Fraser's Oil	2005 · Accounts Payab...		953.09	X		115,497.11
07/12/2016	3514	HiLine Hardware	2005 · Accounts Payab...		179.24	X		115,317.87
07/12/2016	3515	Hill County Electric	2005 · Accounts Payab...		7,389.10	X		107,928.77
07/12/2016	3516	Hingham Motors	2005 · Accounts Payab...		498.01	X		107,430.76
07/12/2016	3517	I Bank Visa 7677	2005 · Accounts Payab...		1,699.55	X		105,731.21
07/12/2016	3518	ME Lab	2005 · Accounts Payab...		173.00	X		105,558.21
07/12/2016	3519	North Central Auto P...	2005 · Accounts Payab...		19.78	X		105,538.43
07/12/2016	3520	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	896.57	X		104,641.86
07/12/2016	3521	Northwestern Energy	2005 · Accounts Payab...		1,502.81	X		103,139.05
07/12/2016	3522	Office Equipment Co.	2005 · Accounts Payab...	HCWD08	20.42	X		103,118.63
07/12/2016	3523	Totalfunds by Hasler	2005 · Accounts Payab...	7900 0110 346...	505.00	X		102,613.63
07/12/2016	3524	Triangle Communica...	2005 · Accounts Payab...		243.24	X		102,370.39
07/12/2016	3525	Verizon Wireless	2005 · Accounts Payab...		269.17	X		102,101.22
07/12/2016	3526	Wesco Distribution	2005 · Accounts Payab...		95.70	X		102,005.52
07/12/2016	3527	Western Lumber & S...	2005 · Accounts Payab...		14.72	X		101,990.80
07/15/2016			-split-	Deposit		X	1,412.33	103,403.13
07/15/2016			-split-	Deposit		X	4,253.91	107,657.04
07/15/2016			-split-	Deposit		X	7,431.18	115,088.22
07/15/2016			-split-	Deposit		X	13,018.85	128,107.07
07/15/2016			-split-	Deposit		X	17,016.58	145,123.65
07/20/2016			-split-	Deposit		X	264.45	145,388.10
07/21/2016			-split-	Deposit		X	16,092.15	161,480.25
07/26/2016		QuickBooks Payroll ...	2110 · Wages Payable	Created by Pay...	7,086.53	X		154,393.72
07/27/2016		Cady, Lonnie M.	-split-	Direct Deposit		X		154,393.72
07/27/2016		Pike, Tammy R.	-split-	Direct Deposit		X		154,393.72
07/27/2016		Decker, Scott N	-split-	Direct Deposit		X		154,393.72
07/29/2016			-split-	Deposit		X	329.45	154,723.17



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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/29/2016			4320 · Interest Income	Interest		X	17.08	154,740.25
08/02/2016	eft	United States Treasury	-split-	81-0297216	2,812.04	X		151,928.21
08/02/2016	eft	Montana Dept. of Re...	2100 · State Withholding	4026077-002-...	496.00	X		151,432.21
08/02/2016	EFT	American Funds	-split-		1,230.00	X		150,202.21
08/02/2016	3528	Allegiance	2140 · Accrued Payroll...		325.00	X		149,877.21
08/02/2016	3529	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	168.32	X		149,708.89
08/02/2016	3530	Allegiance	2005 · Accounts Payab...	Employer Fee	34.50	X		149,674.39
08/02/2016	3531	Blue Cross Blue Shie...	2005 · Accounts Payab...		1,579.85	X		148,094.54
08/02/2016	3532	D P C Industries	2005 · Accounts Payab...		20.00	X		148,074.54
08/02/2016	3533	Daniel Hybner	2005 · Accounts Payab...		80.00			147,994.54
08/02/2016	3534	David E. Jones	2005 · Accounts Payab...		80.00	X		147,914.54
08/02/2016	3535	Farmers Union Oil	2005 · Accounts Payab...		35.09	X		147,879.45
08/02/2016	3536	Hach Company	2005 · Accounts Payab...	243730	1,354.54	X		146,524.91
08/02/2016	3537	Hill County Electric	2005 · Accounts Payab...		7,596.00	X		138,928.91
08/02/2016	3538	Kevin W. Springer	2005 · Accounts Payab...		80.00			138,848.91
08/02/2016	3539	La Nay Kapperud	2005 · Accounts Payab...		80.00	X		138,768.91
08/02/2016	3540	Larry J. Fossen	2005 · Accounts Payab...		80.00	X		138,688.91
08/02/2016	3541	Laurence Olson	2005 · Accounts Payab...		80.00			138,608.91
08/02/2016	3542	Lowell Strissel	2005 · Accounts Payab...		80.00	X		138,528.91
08/02/2016	3543	Montana Sign Co.	2005 · Accounts Payab...		110.00	X		138,418.91
08/02/2016	3544	Montana State Fund	2005 · Accounts Payab...	03-039359-9	3,045.82	X		135,373.09
08/02/2016	3545	North 40 Outfitters	2005 · Accounts Payab...		211.96	X		135,161.13
08/02/2016	3546	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	135.80	X		135,025.33
08/02/2016	3547	Northwestern Energy	2005 · Accounts Payab...		1,550.46	X		133,474.87
08/02/2016	3548	Office Equipment Co.	2005 · Accounts Payab...	HCWD08	424.45	X		133,050.42
08/02/2016	3549	Rob Moog	2005 · Accounts Payab...		80.00	X		132,970.42
08/02/2016	3550	Verizon Wireless	2005 · Accounts Payab...		230.81	X		132,739.61
08/02/2016	3551	Fraser's Oil	2005 · Accounts Payab...		940.90	X		131,798.71
08/02/2016	3552	Hi-Line Floral	2005 · Accounts Payab...		45.00	X		131,753.71
08/02/2016	3553	I Bank Visa 7669	2005 · Accounts Payab...		401.45	X		131,352.26
08/02/2016	3554	I Bank Visa 7677	2005 · Accounts Payab...		1,857.17	X		129,495.09
08/02/2016	3555	Midway Rental	2005 · Accounts Payab...	52714	312.53	X		129,182.56
08/03/2016	3556	American Welding &...	2005 · Accounts Payab...		24.45	X		129,158.11
08/03/2016	3557	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	450.32	X		128,707.79
08/04/2016	3558	Allegiance	6150 · Employee Bene...	VOID:		X		128,707.79
08/05/2016			-split-	Deposit		X	25,853.14	154,560.93
08/10/2016			1245 · Prepaid Employ...	Deposit		X	608.32	155,169.25
08/11/2016	3559	Hach Company	2005 · Accounts Payab...	243730	1,033.77	X		154,135.48
08/11/2016	3560	HiLine Hardware	2005 · Accounts Payab...		96.27	X		154,039.21
08/11/2016	3561	Loch Electric	2005 · Accounts Payab...		595.28	X		153,443.93

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/11/2016	3562	ME Lab	2005 · Accounts Payab...		235.00	X		153,208.93
08/11/2016	3563	Pacific Steel & Recy...	2005 · Accounts Payab...		146.75	X		153,062.18
08/11/2016	3564	Triangle Communica...	2005 · Accounts Payab...		241.99	X		152,820.19
08/12/2016			-split-	Deposit		X	2,634.63	155,454.82
08/12/2016			-split-	Deposit		X	20,647.01	176,101.83
08/19/2016			-split-	Deposit		X	395.22	176,497.05
08/19/2016			-split-	Deposit		X	8,110.53	184,607.58
08/26/2016			-split-	Deposit		X	822.64	185,430.22
08/26/2016		Allegiance	6150 · Employee Bene...	DCT	105.90	X		185,324.32
08/26/2016		QuickBooks Payroll ...	-split-	Created by Pay...	7,422.97	X		177,901.35
08/29/2016		Allegiance	6150 · Employee Bene...	DCT	26.66	X		177,874.69
08/29/2016		Cady, Lonnie M.	-split-	Direct Deposit		X		177,874.69
08/29/2016		Pike, Tammy R.	-split-	Direct Deposit		X		177,874.69
08/29/2016		Decker, Scott N	-split-	Direct Deposit		X		177,874.69
08/31/2016			4320 · Interest Income	Interest		X	23.45	177,898.14
08/31/2016	3565	Anderson Zurmuehlen	2005 · Accounts Payab...		1,400.00			176,498.14
08/31/2016	3566	Blue Cross Blue Shie...	2005 · Accounts Payab...		3,159.70			173,338.44
08/31/2016	3567	D P C Industries	2005 · Accounts Payab...		174.38			173,164.06
08/31/2016	3568	Hingham Motors	2005 · Accounts Payab...		469.06			172,695.00
08/31/2016	3569	I Bank Visa 7669	2005 · Accounts Payab...		914.35			171,780.65
08/31/2016	3570	Mailfinance	2005 · Accounts Payab...		242.16			171,538.49
08/31/2016	3571	North 40 Outfitters	2005 · Accounts Payab...		126.25			171,412.24
08/31/2016	3572	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	2,806.37			168,605.87
08/31/2016	3573	Northwestern Energy	2005 · Accounts Payab...		705.41			167,900.46
08/31/2016	3574	Verizon Wireless	2005 · Accounts Payab...		179.41			167,721.05
09/01/2016	eft	American Funds	-split-		1,250.91			166,470.14
09/01/2016	eft	Montana Dept. of Re...	2100 · State Withholding	4026077-002-...	524.00			165,946.14
09/01/2016	3575	Hill County Water Di...	2140 · Accrued Payroll...	Allegiance Flex...	325.00			165,621.14
09/02/2016			-split-	Deposit			20,251.69	185,872.83
09/02/2016	eft	United States Treasury	-split-	81-0297216	2,970.46			182,902.37
09/07/2016	3576	Daniel Hybner	2005 · Accounts Payab...		80.00			182,822.37
09/07/2016	3577	David E. Jones	2005 · Accounts Payab...		80.00			182,742.37
09/07/2016	3578	Farmers Union Oil	2005 · Accounts Payab...		45.67			182,696.70
09/07/2016	3579	Fraser's Oil	2005 · Accounts Payab...		771.66			181,925.04
09/07/2016	3580	Hill County Electric	2005 · Accounts Payab...		7,923.30			174,001.74
09/07/2016	3581	John Deere Financial	2005 · Accounts Payab...		150.64			173,851.10
09/07/2016	3582	Kevin W. Springer	2005 · Accounts Payab...		80.00			173,771.10
09/07/2016	3583	La Nay Kapperud	2005 · Accounts Payab...		80.00			173,691.10
09/07/2016	3584	Larry J. Fossen	2005 · Accounts Payab...		80.00			173,611.10
09/07/2016	3585	Laurence Olson	2005 · Accounts Payab...		80.00			173,531.10



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<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Payment C</b>	<b>Deposit</b>	<b>Balance</b>
09/07/2016	3586	Lowell Strissel	2005 · Accounts Payab...		80.00		173,451.10
09/07/2016	3587	Mailfinance	2005 · Accounts Payab...		63.00		173,388.10
09/07/2016	3588	ME Lab	2005 · Accounts Payab...		488.00		172,900.10
09/07/2016	3589	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	33.56		172,866.54
09/07/2016	3590	Northwestern Energy	2005 · Accounts Payab...		854.25		172,012.29
09/07/2016	3591	Office Equipment Co.	2005 · Accounts Payab...	HCWD08	20.42		171,991.87
09/07/2016	3592	Pacific Steel & Recy...	2005 · Accounts Payab...		42.15		171,949.72
09/07/2016	3593	Rob Moog	2005 · Accounts Payab...		80.00		171,869.72
09/07/2016	3594	Tilleman Equipment	2005 · Accounts Payab...		1,125.00		170,744.72
09/07/2016	3595	American Pipe & Su...	2005 · Accounts Payab...		171.06		170,573.66
09/07/2016	3596	American Welding &...	2005 · Accounts Payab...		24.45		170,549.21
09/07/2016	3597	Northwest Pipe Fittin...	2005 · Accounts Payab...	40721	95.78		170,453.43