

**OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
October 15, 2025**

Members Present: Commissioners Dolezal, Heiser, Kleemann, Olson & Pelton

Others Present: Jennifer Luetzow, Terry Schwartzberger, Jeremy Wood, James Kadrmas, Carl Rohde, Darin Schaeffer, Gary Kuhn, Dessie Calihou, LoAnn Roshau, Christina Kissinger, Adeline Ingold

Motion by Commissioner Olson seconded by Commissioner Pelton, to approve the October 1, 2025 minutes. All voted aye, motion carried.

Changes to agenda, Commissioner Pelton addition of Bice fence matter. Commissioner Dolezal addition of Vision Zero night and IT Coordinator cyber security message. Motion by Commissioner Pelton seconded by Commissioner Olson to approve agenda with additional changes. All vote aye, motion carries.

Carl Rohde with Civil Science appeared to brief the commission on their projects. 2026 construction project. 12th St. SW project working with ONEOK to get pipeline coordination. 2026 date, bid date early winter. 16th St. SW, the regrading near the cultural site have been completed.

Darin with Bartlett and West gave the commission updates on their projects. 119th Ave SW, CSI has been reminded that Nov 1st is the completion date, after a with \$1500.00 a day penalty will be assessed. 99th Ave. SW has a bid opening today. It has a December 6th completion date. Manning the signatures are getting there. A bid opening before the end of the year is anticipated.

James with Interstate Engineering. 27th St. SW had a walk through and the project is 95 percent complete. There is pay estimate #6 in the amount of \$155,126.81 to Schwartz Construction. Motion by Commissioner Pelton seconded by Commissioner Kleemann to pay Schwartz Construction \$155,126.81 for pay estimate #6. Upon roll call vote, all voted aye –motion carried.

Jeremy with Northern Plains Engineering appeared to discuss their road projects. 119th Ave. SW & 22nd St. SW has pay estimate #5 in the amount \$29,318.02 payable to Baranko Brothers. Motion by Commissioner Heiser seconded by Commissioner Dolezal to pay Baranko Brothers \$29,318.02 for pay estimate #5 for 119th Ave. SW & 22nd St. SW. Upon roll call vote, all voted aye – motion carries. Jeremy will update the final inspection at a later date. 105th Ave has pay estimate #11 to Baranko Brothers in the amount of \$450,460.96. Motion by Commissioner Pelton seconded by Commissioner Olson to pay Baranko Brothers \$450,460.96 for pay estimate #11 for 105th Ave. Upon roll call vote, all voted aye – motion carries. 98th Ave SW & 4th St. SW has pay estimate #3 in the amount of \$44,995.21 to Bechtold Paving. Motion by Commissioner Heiser seconded by Commissioner Kleemann to pay Bechtold Paving \$44,995.21 for pay estimate #3 on 98th Ave. SW & 4th St. SW. Upon roll call vote, all voted aye - motion carries. 97th Ave. has final pay estimate #9 in the amount of \$17,895.58 to Jensen Brothers Construction. Motion by Commissioner Pelton seconded by Commissioner Olson to pay Jessen Brothers Construction \$17,895.58 for final estimate #9 on 97th Ave. Upon roll call vote, all voted aye - motion carries. Pinewood Meadows has pay estimate #2 in the amount of \$343,234.62 to Northern Improvement. Motion by Commissioner Olson seconded by Commissioner Heiser to pay Northern Improvement \$343,234.62 for pay estimate #2 on the Pinewood Meadows project. Upon roll call vote, all voted aye – motion carries. 10th St. NW, 113th Ave. NW & 7th St. NW has pay estimate #6 in the amount of \$63,105.92 to Baranko Brothers. Motion by Commissioner Pelton seconded by Commissioner Kleemann to pay Baranko Brothers \$63,105.92 for pay estimate #6 on 10th St. NW, 113th Ave. NW & 7th St. NW. Upon roll call vote, all voted aye - motion carries. 3T Ave. SW in JR Industrials Subdivision has pay estimate #4 in the amount of \$999,503.43 payable to Winn Construction. Motion by Commissioner Heiser motion, seconded by Commissioner Olson to pay Winn Construction \$999,503.44 for pay estimate #4 on 3T Ave. SW. Upon roll call vote, all voted aye – motion carries.

Road Superintendent Schwartzberger reported on the road department. At that time the Director of Engineering and Distributing Manager with McKenzie Electric presented a utility permit. Motion by Commissioner Pelton seconded by Commissioner Heiser to approve the permits as presented. All voted aye, motion carried.

Commissioner Pelton presented the board with an update on the Bice fence matter. The fence has been installed. The Bice's Attorney should have sent Dunn County's State Attorney Office a notice that construction has been complete.

There has been a settlement on the Danzeisen matter. A Mutual Release of All Claims needs to be signed prior to finalizing. Motion by Commissioner Pelton, seconded by Commissioner Olson to approve signing the Mutual Release of All Claims on Danzeisen matter. All voted aye, motion carries.

Commissioner Dolezal read the IT Cyber Security statement. It is informing the county that all support for windows 10 is ending.

Killdeer Public Schools has asked to park a school bus in Manning at the Dunn County Road Shop. The driver comes from Dickinson and this will help facilitate the school and bus service. Approved by the commission.

Dessie Calihou with HR went over the first reading of the updated policy changes. Some proposed changes and additions are paid, change in cell phone policy, dress code and appearance and time keeping – take out exempt employees. Motion by Commissioner Olson seconded by Commissioner Dolezal to approve the first reading of the policy recommendations as presented. All aye, motion carries.

At 10:00 a.m., per call for bids, all qualified bids were opened for 99th Ave., a Bartlett & West Engineering project.

- Gladen Construction Incorporated \$924,943.65
- Edward H Schwartz Construction \$892,837.95
- Martin Construction Inc \$716,348.15
- Gratech Company LLC \$764,380.67

Engineer Schaeffer will bring the results back later in the meeting.

Motion by Commissioner Olson, seconded by Commissioner Pelton, to approve the following vouchers as presented:

<u>GENERAL FUND (10)</u>			
WARRANT #:	TO:	FOR:	AMOUNT:
303332	Benz Oil Company	Fuel/ Car Washes	\$223.92
303335	Boss Office Products	Office Supplies	\$385.96
303337	Brew, Casey	P & Z Meeting/Travel	\$125.00
ACH	Chase - JP Morgan	Credit Card - Misc	\$8,042.28
303370	Christina Kissinger	Reimb for Travel	\$50.00
303343	Column Software PBC	Publishing	\$156.56
303344	Consolidated Telecom	Phones	\$1,744.82
303347	CornerStone OnDemand Inc	Professional Fees	\$13,929.30
303348	Counties Providing Technology	Programming Software	\$1,650.00
303349	Dickinson City Hall	Impound/Boarding Fees	\$390.00
303350	Dolezal, Tracey	Voucher - Aug, July & Sept	\$617.40
303353	East End Auto	Towing	\$350.00
303355	Farmers Union Oil Company	Vehicle Repairs	\$87.82
303356	Fast Initial Response Systems	First Aid Supplies	\$212.00
303361	Guenther, Lisa	Reimb for Travel	\$32.20
303363	Hutchinson, Holly	Travel	\$41.00
303364	Information Tech Dept	Serv Cont/Tech Support	\$3,509.43
303368	Just-In Glass	Vehicle Maintenance	\$719.25
303372	Legend Auto Body	Vehicle Repair/Claims	\$1,488.37
303373	Logo Magic	Branding	\$28.00
303374	Marco Technologies LLC	Office Equipment	\$299.15
303375/76	Matthew Bender & Co	Office Supplies	\$911.17
303378	McKenzie Electric Coop	Electric	\$81.02
303380	Menards	New Hradec Trailer - Doors	\$296.00
ACH	Merriman, Pat	Pay	\$3,000.00
303382	Motorola Solutions Inc	Office Equipment	\$8,477.80
303383	ND Association of Counties	Drug Testing	\$189.00
303325	ND Post Board	Certificates	\$45.00

303385	ND State Radio Comm.	911 Line Fees	\$240.00
303386	Norby, Jeremy	P & Z Meeting/Travel	\$133.40
303390	NW Tire	Vehicle Maintenance	\$780.71
303396	Perhus, Howard P & Z	Meeting/Travel	\$191.50
303400	Radio Accounting Service	Awareness Message	\$325.00
303401	Red Rock Ford of Dickinson	Vehicle Maintenance	\$974.47
303405	RoughRider Electric Coop	Electric	\$209.84
303407	Runnings Supply Inc	Misc	\$325.60
303408	Schneider, Les	P & Z Meeting/Travel	\$132.00
303409	Service Pro	Vehicle Maintenance	\$225.38
303413	Stein, Russ	P & Z Meeting/Travel	\$153.00
303417	Thomson Reuters - West	Subscription	\$161.40
303420	Verizon Wireless	Phones	\$2,388.23
303425	Western Choice Cooperative	Misc - Sept Statement	\$504.84
303427	Wex Health	FSA Fees	\$133.00

ROAD (14)

303324	ND Department of Trans.	Federal Aid Match	\$10,558.90
303326	2K Electric Llc	County Shop Maintenance	\$5,614.10
303327	A&A Sanitation	Portable Toilets	\$320.00
303328	Baranko Brothers Inc	Road Projects	\$542,884.90
303329	Bartlett & West	Engineering	\$34,989.25
303330	Bechtold Paving, Inc	Road Projects	\$44,995.21
303331	Benz Oil Co Inc	Gas/Fuel/Oil	\$20,029.90
303333	Bobcat of Dickinson	Parts	\$493.51
303334	Boss Office Products	Office Supplies	\$98.74
303338	Buehner Construction LLP	Road Material	\$706,842.00
303340	Butler Machinery Co	Parts	\$4,969.36
303341	Carquest Auto Parts Store	Parts	\$310.75
ACH	Chase - JP Morgan	Credit Card - Misc	\$759.04
303346	Consolidated Telcom.	Telephone	\$569.14
303346	Cook Brothers Family Trust	Easement	\$18,800.00
303351	Double T Fencing	Fencing	\$30,779.00
303352	Dustbusters Inc	Road Stabilization	\$214,071.12
303354	Edward Schwartz Construction	Road Projects	\$155,126.81
303358	General Steel & Supply	Parts	\$70.84
303359	Gooseneck Implement	Parts	\$5,447.25
303362	Hilfiker Service LLC	Contract Roadwork	\$30,645.00
303365	JD Fencing	Shop Yard Fence	\$131,151.00
303366	Jensen Brothers Construction	Road Projects	\$17,895.58
303367	John Deere Financial	Parts	\$1,971.31
303371	Klym, Chris	Easement	\$1,000.00
303380	Menards	Shop Supplies	\$29.52
303384	ND Dept of Transportation	Little Mo Bay Road	\$10,022.16
303389	Northridge Development	Vehicle Maintenance	\$24,000.00
303387	Northern Improvement	.	\$343,234.62
303388	Northern Plains Engineering	Engineering	\$104,032.50
303391	O'day Equipment Llc	Fuel Master	\$13,719.64
303393	Olson, Duane	Material Storage	\$1,000.00
303394	Olson, Shane	Easement	\$4,000.00
303397	Pomp's Tire Service Inc	Tires	\$7,394.43
303398	Power Plan	Parts	\$8,820.86
303399	Prairie Auto Parts.	Parts	\$2,671.89
303402	Rinker Materials	Culverts	\$9,803.82
303403	Rocky Butte Fencing	Fencing	\$8,908.30
303406	Running Supply Inc.	Tools	\$86.99
303410	Sign Solutions USA	Signs	\$6,399.00
303411	Southwest Water Authority	Line Moves	\$100,433.14
303412	Steffan Saw & Bike	Equipment	\$1,133.95
303415	Swanston Equipment	Parts	\$2,972.54

303416	Team Laboratory Chem Corp	Road Stabilization	\$123,666.00
303418	Uline	Tools	\$1,124.47
303419	Verizon Connect	Fleet Management	\$465.27
303420	Verizon Wireless	Phones	\$342.18
303422	Wallwork Truck Center	Parts	\$2,873.24
303423	West Plains Inc.	Parts	\$2,185.28
303424	Western Choice Cooperative	Supplies/ Fuel	\$32,819.53
303426	Westlie Motor Company	Parts	\$335.97
303428	Winn Construction Inc	Road Projects	\$999,503.44
<u>COUNTY PARK (21)</u>			
ACH	Chase - JP Morgan	Credit Card - Misc	\$427.70
303377	McKenzie Electric Coop	Electric	\$158.27
303395	Outhouse Duty	Outhouse Rental - Little Mo	\$125.00
303425	Western Choice Cooperative	Misc - Sept Statement	\$423.65
<u>VSO (24)</u>			
303344	Consolidated Telecom	Phones	\$23.99
303374	Marco Technologies	Office Equipment	\$15.86
303420	Verizon Wireless	Phones	\$82.07
<u>COUNTY AGENT (26)</u>			
303344	Consolidated Telecom	Phones	\$128.85
ACH	Chase - JP Morgan	Credit Card - Misc	\$663.03
<u>WEED (27)</u>			
303420	Verizon Wireless	Phones	\$160.04
<u>DEM (29)</u>			
303339	Business Radio Licensing	Radio License	\$125.00
ACH	Chase - JP Morgan	Credit Card - Misc	\$438.26
303357	Federal Signal Corporation	Warning Systems	\$14,180.00
303420	Verizon Wireless	Phones	\$47.06
<u>SWMCCC (19)</u>			
303414	SWMCCC	Boarding/Transportation	\$22,974.99
<u>24/7 (05)</u>			
303392	Office of Attorney General	24/7 Fees	\$1,595.00
<u>CAPITAL PROJECTS (40)</u>			
303360	Guardian Fleet Safety	Vehicle Maintenance	\$140,063.26
<u>E911 (91)</u>			
303385	ND State Radio Comm.	911 Line Fees/LETS Team Fees	\$23,409.71
<u>BUILDINGS (41)</u>			
303379	MDU	Utilities	\$2,339.08
303332	Benz Oil Company	Fuel	\$1,340.27
303336	Braun Distributing	Supplies	\$149.24
ACH	Chase - JP Morgan	Credit Card - Misc	\$152.94
303342	City Air Mechanical Inc	Maintenance	\$1,740.74
303369	Killdeer, City of	Water/Garbage/Sewer	\$2,429.97
303378	McKenzie Electric Coop	Electric	\$320.71
303380	Menards	New Hradec Trailer - Doors	\$110.62
303381	Mid-American Research Chem	Janitor Supplies	\$544.19
303404	RoughRider Electric Coop	Electric	\$4,333.86
303421	Viking Glass of ND Inc	Building Maintenance	\$480.00
303425	Western Choice Cooperative	Misc - Sept Statement	\$103.00

Upon roll call vote, all voted aye, motion carried.

Commissioner Dolezal would like to go over the SWMCCC request. They are asking that Dunn County pledge mills for loan approval on work that needs to be completed for the Correctional Facility. The pledge is in the event of default all SW Counties would cover the loan. Motion by Commissioner Pelton seconded by Commissioner Heiser to pledge mills in the amount of whatever the loan is for the SWMCCC. All voted aye, motion carries.

Gladstone Fire Department appeared to give the board their annual reporting.

Engineer Schaeffer reviewed bids and recommends Martin Construction for bid. Motion by Commissioner Kleemann seconded by Commissioner Heiser to award the bid on 99th Ave. to Martin Construction for \$716,348.15. Upon roll call vote, all voted aye – motion carries.

Sandy Rohde, Code Administrator, appeared via Teams and Commissioner Pelton presented Conditional Use Permits via Teams:

Motion by Commissioner Olson seconded by Commissioner Heiser to approve Curtis Walter representing Powder River Development Services, LLC on behalf of Allo Towers who has filed a Conditional Use Permit for a 250-foot Communication Tower located in the SW4 of section 21-143-95. The property is zoned Rural Preservation and owned by Richard and Luella Dvorak. (#08-2025). All in favor, motion carries.


Diane Allmendinger will be receiving a Lifetime Award on Thursday, October 23rd at 3-4pm at the Extension Office in Dickinson.

Vision West is having Vision Zero game night at Killdeer High School on October 23rd, all are welcome to attend.

Portfolio reports – none.

Craig and Rhonda Dvirnak – Trespassing Issues. Presented pictures and trespassing issues. Assistant State's Attorney Merriman appeared via Teams and the gave attorney opinion for the county.

Motion by Commissioner Kleemann, seconded by Commissioner Olson to adjourn. All voted aye and the meeting adjourned at 11:12 a.m.


Tracey Dolezal, Madam Chair

November 5, 2025
Date

ATTEST:


Sally Whittingham, Auditor