

**OFFICIAL PROCEEDINGS  
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS  
October 1, 2025**

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

Others Present: Sally Whittingham, Terry Schwartzenberger, Jeremy Wood, James Kadrmas, Carl Rohde, Darin Schaeffer, Gary Kuhn, Dessie Calihou, LoAnn Roshau, Julie Karey, Adeline Ingold

Motion by Commissioner Heiser, seconded by Commissioner Kleemann, to approve the September 17, 2025 minutes with noted change. All voted aye, motion carried.

Motion by Commissioner Kleemann, seconded by Commissioner Olson, to approve the October 1, 2025 agenda with the following additions: State Fair Representatives, Cybersecurity Month. All voted aye, motion carried.

Public Comment Section: Candice Kleemann, budget on website and budget questions

Carl Rohde appeared for Civil Science to give updates on their projects. 92<sup>nd</sup> Ave SW, wrapping up easements with landowners. Projected bid opening for 2025. 12<sup>th</sup> St. SW also has a projected 2025 bid opening with construction beginning in 2026.

Darin Schaeffer with Bartlett & West appeared to update the commission. 99<sup>th</sup> Ave. SW has a projected bid opening on October 15<sup>th</sup>. The Manning project has a projected bid opening before the end of this year and a projected start date of the spring of 2026.

James Kadrmas with Interstate Engineering appeared to update the commission on their projects. 27<sup>th</sup> St. SW has pay estimate #5 in the amount of \$332,174.16 to Schwartz Construction. Motion by Commissioner Heiser, seconded by Commissioner Pelton to pay Schwartz Construction \$322,174.16 for pay estimate #4 on 27<sup>th</sup> St. SW. Upon roll call vote, all voted aye, motion carried.

Andrew Schrank with Highland Engineers appeared to discuss their projects. 14<sup>th</sup> St. SW has a change order for \$11,560.52. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to pay Schwartz Construction \$11,560.52 for change order #1. Upon roll call vote, all voted aye, motion carried. 14<sup>th</sup> St. SW has pay estimate #6 in the amount of \$553,679.75 to Schwartz Construction. Motion by Commissioner Pelton, seconded by Commissioner Heiser to pay Schwartz Construction \$553,679.55 for pay estimate #6 on 14<sup>th</sup> St. SW. Upon roll call vote, all voted aye, motion carried.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 22<sup>nd</sup> St. SW & 119<sup>th</sup> Ave. SW has pay estimate #4 in the amount of \$7,168.69 to Baranko Brothers. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to pay Baranko Brothers \$7,186.69 for pay estimate #4 on 22<sup>nd</sup> St. SW & 119<sup>th</sup> Ave. Upon roll call vote, all voted aye, motion carried. 105<sup>th</sup> Ave. SW has pay estimate #10 in the amount of \$196,718.64 to Baranko Brothers. Motion by Commissioner Heiser, seconded by Commissioner Olson to pay \$196,718.64 to Baranko Brothers for pay estimate #10 on 105<sup>th</sup> Ave. SW. Upon roll call vote, all voted aye, motion carried. 98<sup>th</sup> Ave. & 4<sup>th</sup> St. SW has pay estimate #2 in the amount of \$95,812.03 to Bechtold Paving. Motion by Commissioner Pelton, seconded by Commissioner Dolezal to pay Bechtold Paving \$95,812.03 for pay estimate #2 on 98<sup>th</sup> Ave. & 4<sup>th</sup> St. SW. Upon roll call vote, all voted aye, motion carried. 97<sup>th</sup> Ave. SW has a pay estimate #8 in the amount of \$16,329.13 to Jensen Brothers Construction. Motion by Commissioner Heiser, seconded by Commissioner Pelton to pay Jensen Brothers Construction \$16,329.13 for pay estimate #8 on 97<sup>th</sup> Ave. SW. Upon roll call vote, all voted aye, motion carried. Pinewood Meadows Subdivision has pay estimate #1 in the amount of \$111,117.26 to Northern Improvement Company. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to pay Northern Improvement Company \$111,117.26 for pay estimate #1 on the Pinewood Meadows Subdivision. Upon roll call vote, all voted aye, motion carried. 7<sup>th</sup> St., 113<sup>th</sup> Ave. & 10<sup>th</sup> St. has pay estimate #2 in the amount of \$202,638.99 to Baranko Brothers. Motion by Commissioner Heiser, seconded by Commissioner Pelton to pay \$202,638.99 for pay estimate #2 to Baranko Brothers for 7<sup>th</sup> St., 113<sup>th</sup> Ave. & 10<sup>th</sup> St. Upon roll call vote, all voted aye, motion carried. 3T St. SW has pay estimate #3 in the amount of \$373,373.22 to Winn Construction. Motion by Commissioner Pelton, seconded by Commissioner Heiser to pay Winn Construction \$373,373.22 for pay estimate #3 for 3T St. SW. Upon roll call vote, all voted aye, motion carried.

Road Superintendent, Terry Schwartzberger, presented utility permits. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to approve the utility permits as presented. All voted aye, motion carried.

Superintendent Schwartzberger is asking for approval for out of state travel in October for the annual road conference in South Dakota, there will be 4 employees and 2 commissioners. Motion by Commissioner Heiser, seconded by Commissioner Dolezal to approve the out of state travel in October to the annual road conference in Sioux Falls, SD. All voted aye, motion carried.

ND State Fair Representatives allows Dunn County two delegates for the annual meeting held in Minot on November 18<sup>th</sup>. Commissioner Dolezal will check with Kirsten in Extension to see if any of the 4H members would be interested. Will appoint at the next meeting.

Discussion on the Resource Management Plan from BLM. The State's Attorney would like to decline becoming a cooperating agency at this time due to not enough information given.

The State of ND is asking that Dunn County sign a contract to participate in the statewide law enforcement overtime programs. The contractual budget amount is \$14,950.00. The State will reimburse the deputies wages that have worked the specified programs. Motion by Commissioner Olson, seconded by Commissioner Pelton to sign the overtime participation contract. All voted aye, motion carried.

October is Cybersecurity awareness month. Dunn County is asking its employees and residents to be alert and protect themselves from unsecured websites, emails and suspicious links.

Auditor Whittingham presented month ending financials for September.

HR Director Calihou followed up with the discussion from the workshop on compensation. The current pay scale is about 20% above market, does the county want to remain on market or lead on the market. If we want to be leading, at what percent would you like to lead. Consensus is the board would like to lead because of competition with the oil market, maybe 10% would be a goal to shoot for. To bring down the market we would not add COLA to the scale, then do an analysis to ensure we are moving down. You can also decrease the scale. Motion by Commissioner Olson, seconded by Commissioner Heiser to leave the scale as is and not increase with COLA and see where we are at next year. Upon roll call vote, all voted aye, motion carried.

Commissioner Heiser would like to amend the motion from the September 17<sup>th</sup> to give each full-time employee \$4000.00. Motion by Commissioner Heiser to give each full-time employee \$1.50 per hour and give each part time and new full-time employees hired with the last year .75 cents per hour, keeping longevity and the county to pay for insurance, seconded by Commissioner Olson. Upon roll call vote, Commissioners Heiser, Olson, Pelton and Kleemann voted aye, Commissioner Dolezal voted no. Motion carried.

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

<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303235	2K Electric LLC	Maintenance	\$224.00
303236	Advanced Business Methods	Office Equipment	\$1,167.90
303240	Benz Oil Company Inc	Fuel	\$3,910.61
303241	Boss Office Products	Office Supplies	\$154.89
303243	Broken Spoke Auction	Auctioneer Fee	\$10,359.07
303245	Catalis PWE	Web Management	\$5,300.00
303246	Cenex Fleet Fueling	Fuel	\$3,399.67
303248	Consolidated Telecom	Phones	\$529.00
303253	DetectaChem Inc	Drug Testing	\$897.00
303257	Embroidery Arts (ND)	Clothing - Maintenance	\$348.00
303260	Farmers Union Insurance	Insurance Premiums	\$1,169.00
303261	Forum Communications Co	Dues/Membership	\$240.49
303264	Heiser, Allen	Reimb for Travel/Phone	\$264.90
303267	Hinrichs SuperValu	Supplies	\$9.80
303274	Kissinger, Christina	Office Supplies	\$50.00
303277	Kutzler, Marilyn	Sheriff Equipment	\$33.00
303279	Larson, Latham, Huettl Aty	Professional Fees	\$4,248.40

303280	Lawrey, Sara	Mileage/Phone	\$63.30
303283	Logo Magic	Name Badges	\$60.00
303284	Luetzow, Jennifer	Reimb for Travel	\$89.00
303286	Menards	Misc New Hradec Trailer	\$95.43
ACH	Merriman, Pat		\$3,000.00
303230	ND Post Board	License	\$45.00
303289	ND Post Board	Psych Evaluations	\$154.48
303290	NDAAO	Classification Class	\$895.00
303291	NDACo Resource Group	Tech Support	\$640.00
303295	NW Tire	Vehicle Maintenance	\$452.99
303296	Prairie Auto Parts	Vehicle Parts	\$593.07
303298	Roshau, LoAnn	Mileage Reimb.	\$35.00
303300	Sanford Health Occ Med	Testing/DOT Exam	\$276.00
303303	Secretary of State	Professional Fees	\$36.00
303229	Sundeen, Ross	Monthly West Law Charges	\$2,213.10
303309	T-Rex Conoco Inc	Car Washes/Parts	\$544.20
303314	Western Dakota Energy Aso.	Registration	\$125.00
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303237	Baranko Brothers Inc	Road Projects	\$406,526.32
303238	Beaver Creek Archaeology	Road Material	\$4,095.00
303239	Bechtold Paving, Inc	Road Projects	\$95,812.03
303244	Butler Machinery Co	Equipment	\$78,659.85
303247	Certified Power Inc.	Parts	\$838.40
303249	Consolidated Telcom.	Line Move	\$8,450.00
303250	Dakota Tool & Machine	Parts	\$280.00
303251	Decker Supply LLC	Shop Supplies	\$400.00
303254	Dukart, Cody	Easement	\$13,430.00
303255	Dustbusters Inc	Road Stabilization	\$464,370.10
303256	Edward Schwartz Construction	Road Projects	\$875,853.91
303259	Factory Motor Parts Co.	Shop Supplies	\$349.92
303266	Hilfiker Service LLC	Contract Roadwork	\$25,582.50
303268	Hinrichs SuperValu..	Open House	\$22.96
303269	Interstate Engineering	Engineering	\$131,386.48
303270	JD Fencing	Contract Roadwork	\$14,985.00
303271	Jensen Brothers Construction	Road Projects	\$16,329.13
303275	Knopik Pit Management	Road Material	\$66,905.04
303281	Lawson Products Inc	Shop Supplies	\$420.66
303282	Locators & Supplies	Safety Supplies	\$542.59
303286	Menards	Shop Supplies	\$279.67
303288	ND Dept Of Transportation	Bridge Inspection	\$1,091.75
303292	Nelson Fencing	Fencing	\$38,567.99
303293	Northern Improvement	Road Projects	\$111,117.26
303297	Rocky Butte Fencing	Fencing	\$14,137.25
303299	Roughrider Electric Coop	Line Move	\$1,355,288.23
303300	Sanford Health Occ Med	Testing/DOT Exam	\$100.00
303301	Schollmeyer, Mikal	Easement	\$33,010.00
303302	SD Local Trans Assistance Pr	Training	
\$750.00			
303304	Sign Solutions USA	Signs	\$7,362.12
303305	SLT Fencing Supplies	Fencing	\$55,404.00
303307	Steffan Saw & Bike	Tools	\$1,041.55
303308	Steffan, Corey & Tanya	Easement	\$500.00
303311	Uline	Parts	\$1,204.28
303312	US Farm Innovations	Parts	\$995.00
303312	Winn Construction Inc	Road Projects	\$373,373.22
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303258	Estebans Concrete	Floating Slab	\$13,000.00
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303236	Advanced Business Methods	Office Equipment	\$254.53

303246	Cenex Fleet Fueling	Fuel	\$66.28
303276	Kukla, Kirsten	Cell phone/travel	\$200.80
303278	Larsen, Christy	Cell phone	\$100.00
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303246	Cenex Fleet Fueling	Fuel	\$621.69
303252	Department of Transportation	Replacement Title	\$5.00
303294	Nutrien Ag Solutions Inc.	Chemicals	\$31,397.60
303306	Spotters Aerial Ag LLC	Chemicals	\$23,801.87
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303313	West Shore Services Inc	Labor for Sirens	\$3,450.00
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303231	Dunn County JDA	Food Pantry	\$6,000.00
303265	Highlands Engineering PLLC	Survey/Engineer	\$22,456.50
303262	Guardian Fleet Safety	Vehicle Maintenance	\$70,467.91
303272	JLG Architects Remodel	\$199,175.00	
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
303242	Braun Distributing	Supplies	\$369.54
303263	City of Halliday	Water/Garbage/Sewer	\$49.21
303273	City of Killdeer	Water/Garbage/Sewer	\$1,621.10
303285	Manning Waterworks	Water	\$365.00
303287	MGM Rural Sanitation	Garbage	\$606.16
303310	Trees on the Move Inc	Tree Removal	\$1,920.00

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

Carolyn Benz, Veterans Service Officer, recognized Eugene Duttenhefer. He has driven the County Veterans Van for seven years and is retiring. Eugene was always willing to adjust his schedule to help others. He is a very caring, friendly and kind person.

At 10:30 am the Dunn County Final Budget Hearing took place. Commissioner Dolezal asked if anyone had questions about the preliminary budget. There was a question that was answered by the Auditor. Auditor Whittingham went over the final revenues & expenditures with changes from the commissioners and department heads. Auditor Whittingham asked the commissioners to approve \$50,000.00 from the State Aid money to go the Water Resource Board, \$96,000.00 for the Assistant State's Attorney and \$9525.00 to the Emergency Manager for the new Siren contract from the last meeting. The county's budget was reduced \$2,839,150.88 from last year. The final budget will be posted on the website in November once it is finalized. Entities have until October 10<sup>th</sup> to get levies to the Auditor. Commissioner Dolezal asked again if there were questions from the public, there were none. Motion by Commissioner Heiser, seconded by Commissioner Kleemann to approve the money for the Water Resource Board, Assistant State's Attorney and the Siren Contract. Upon roll call vote all voted aye, motion carried. Motion by Commissioner Pelton, seconded by Commissioner Heiser to approve the final budget. Upon roll call vote, all voted aye, motion carried.

The regular meeting was recessed at 11:12 am

Motion to enter executive session by Commissioner Olson, seconded by Commissioner Pelton. All voted aye, motion carried.

Present in the executive session was Attorney Schmidt, Commissioners Dolezal, Olson, Heiser, Pelton and Kleemann. Also in attendance was Auditor Whittingham and Attorney Merriman.

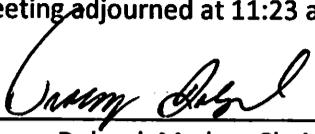
The Danziesen case was discussed.

Motion to adjourn the executive session by Commissioner Olson, seconded by Commissioner Pelton. All voted aye, the executive session was adjourned at 11:21 am

Reconvened the regular meeting at 11:21 am

Motion by Commissioner Heiser, seconded by Commissioner Kleemann to add .75 cents per hour for the seasonal employees as well in 2026. All voted aye, motion carried.

Motion by Commissioner Kleemann, seconded by Commissioner Heiser to adjourn. All voted aye and the meeting adjourned at 11:23 a.m.

  
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Tracey Dolezal, Madam Chair

October 15, 2025  
Date

ATTEST:

  
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Janet Lorenz, Deputy Auditor