

**OFFICIAL PROCEEDINGS  
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS  
November 5, 2025**

Members Present: Commissioners Dolezal, Heiser, Olson & Pelton  
Others Present: Sally Whittingham, Terry Schwartzberger, James Kadrmas, Carl Rohde, Darin Schaeffer, Gary Kuhn, Dessie Calihou, LoAnn Roshau, Matt Johnson, Riley Rohde, Pat Merriman-via Teams, Adeline Ingold, Julie Karey

Motion by Commissioner Pelton, seconded by Commissioner Olson, to approve the October 15, 2025 minutes. All voted aye, motion carried.

Motion by Commissioner Olson, seconded by Commissioner Heiser, to approve the November 5, 2025 agenda with the following additions: Mountain View Shooting Complex Board Member, Operation Greenlight, and remove 2<sup>nd</sup> Reading of Policy. All voted aye, motion carried.

No Public Comment

The Dunn County Board of Commissioners, proudly announced they will support and encourage the entire county to support Operation Green Light for Veterans, running November 4–11, 2025. The chairperson encouraged every resident, business, and organization to join in a powerful countywide display of appreciation by lighting up GREEN. If anyone needs a green light bulb, they can contact the communications department. A sincere thank you to all Dunn County Veterans!

Carl Rohde with Civil Science appeared to brief the commission on their projects. 92<sup>nd</sup> Ave SW, bid opening in 2025 with a start date in 2026. 12<sup>th</sup> St. SW, working on setting up easement meetings, projected construction in 2026. Working with OneOK for pipeline coordination.

Darin Schaeffer with Bartlett and West gave the commission updates on their projects. 119<sup>th</sup> Ave. SW, CSI has said they will start on this project in the spring rather than this fall. Bartlett & West is recommending that the project be suspended this year and the county should assess liquidated damages upon start up next spring in the amount of \$1500.00 per day until completed. Motion by Commissioner Pelton, seconded by Commissioner Heiser to suspend 119<sup>th</sup> Ave. SW until spring and the county will assess liquidated damages upon start up next spring in the amount of \$1500.00 per day until completed. All voted aye, motion carried.

James Kadrmas with Interstate Engineering appeared to give updates on their projects. 27<sup>th</sup> St. SW has pay estimate #7 in the amount of \$128,461.90 to Schwartz Construction. Motion by Commissioner Pelton, seconded by Commissioner Olson to pay Schwartz Construction \$128,461.90 for pay estimate #7 on 27<sup>th</sup> St. SW. Upon roll call vote, all voted aye, motion carried.

Riley Rohde with Northern Plains Engineering appeared to discuss their road projects. 22<sup>nd</sup> St. SW & 119<sup>th</sup> Ave. SW has pay estimate #6 in the amount of \$6011.38 to Baranko Brothers. Motion by Commissioner Heiser, seconded by Commissioner Pelton to pay Baranko Brothers \$6011.38 for 22<sup>nd</sup> St. SW & 119<sup>th</sup> Ave. SW for pay estimate #6. Upon roll call vote, all voted aye, motion carried. 105<sup>th</sup> Ave. SW has pay estimate #12 in the amount of \$88,054.53 to Baranko Brothers. Motion by Commissioner Pelton, seconded by Commissioner Olson to pay Baranko Brothers \$88,054.53 for 105<sup>th</sup> Ave. SW for pay estimate #12. Upon roll call vote, all voted aye, motion carried. 98<sup>th</sup> Ave. & 4<sup>th</sup> St SW has pay estimate #4 in the amount of \$623,164.21 to Bechtold Paving. Motion by Commissioner Heiser, seconded by Commissioner Pelton to pay Bechtold Paving \$623,164.21 for 98<sup>th</sup> Ave. & 4<sup>th</sup> St. SW, pay estimate #4. Upon roll call vote, all voted aye, motion carried. Pinewood Meadows Subdivision has pay estimate #3 in the amount of \$147,768.01 to Northern Improvement. Motion by Commissioner Pelton, seconded by Commissioner Olson to pay Northern Improvement \$147,768.01 for the Pinewood Meadows Subdivision, pay estimate #3. 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 #4 in the amount of \$436,665.19 to Baranko Brothers. Motion by Commissioner Heiser, seconded by Commissioner Pelton to pay Baranko Brothers \$436,665.19 for 7<sup>th</sup> St., 113<sup>th</sup> Ave. & 10<sup>th</sup> St. for pay estimate #4. Upon roll call vote, all voted aye, motion carried. 3T St. SW has pay estimate #5 in the amount of \$78,847.88 to Winn Construction. Motion by Commissioner Heiser, seconded by Commissioner Olson to pay Winn Construction \$78,847.88 for 3T St. SW, pay estimate #5. Upon roll call vote, all voted aye, motion carried.

Terry Schwartzenberger, Road Superintendent, presented Utility Permits. Motion by Commissioner Olson, seconded by Commissioner Pelton to approve the permits as presented. All voted aye, motion carried.

Road Superintendent Schwartzenberger reported on the road department.

Brady Bertram with Broz Engineering presented the commission with a work order for McKenzie Bay Road and JPA with McKenzie County for the cost of the project. Motion by Commissioner Pelton, seconded by Commissioner Olson to sign the JPA with McKenzie County. Upon roll call vote, all voted aye, motion carried. Motion to approve and sign the work order from Broz Engineering by Commissioner Heiser, seconded by Commissioner Olson. Upon roll call vote, all voted aye, motion carried.

Commissioner Olson gave updates on the Mountain View Shooting Complex. The board would like approval from the commission to appoint Jacob Wheeling to the Mountain View Shooting Complex Board. Motion by Commissioner Olson, seconded by Commissioner Pelton to appoint Jacob Wheeling as a Board Member of the Mountain View Shooting Complex. All voted aye, motion carried.

Auditor Whittingham presented a Gaming Permit for Grassy Butte Rural Fire Department on January 17, 2026. There will be a raffle at the Killdeer Rodeo Grounds. Motion by Commissioner Olson, seconded by Commissioner Heiser to approve the Gaming Permit as presented. All voted aye, motion carried.

Emergency Manager, Sarah Duttonhefner and Agriculture & Natural Resource Agent, Kirstin Kukla teamed up to host a train the trainer event with RF Dash Training. This training equips safety & knowledge with First Responders, Farmer's & Ranchers. It will be from 8:00 am to 4:00 pm on December 2<sup>nd</sup>. The morning will be classroom training and the afternoon will be an exercise for hands on training. They would like to get approval for the county to provide lunch. It will cost approximately \$500.00 to \$1000.00. Motion by Commissioner Olson, seconded by Commissioner Pelton to cover the meal up to \$1000.00. Upon roll call vote, all voted aye, motion carried.

*Sandy Rohde, Code Administrator, appeared to present Conditional Use Permits:*

*John Burchfield representing LCC Telecom Services Towers who has filed a Conditional Use Permit for a 315-foot Communication Tower located in the E2E2 of section 31-146-95. The property is zoned Rural Preservation and owned by Walter Blankenship. (#09-2025).*

*Motion by Commissioner Pelton, second by Commissioner Heiser to accept the CUP as presented. All voted aye, motion carried.*

Sandy Rohde would like permission to put a moratorium on Wind Tower Energy so Dunn County Planning & Zoning can research data and other plans to streamline and improve the plan we are currently using. A timeline of six months was suggested for any updates. Motion by Commissioner Heiser, seconded by Commissioner Pelton to put a moratorium on Wind Tower Energy for up to six months. All voted aye, motion carried.

Auditor Whittingham presented three options to the commissioners for mill levies on the General and Road funds. Motion by Commissioner Heiser, seconded by Commissioner Pelton to levy the same dollars from 2025 and roll over the 3% cap. Upon roll call vote, all voted aye, motion carried.

Commissioner Dolezal presented the annual Maintenance Certification for county federal aid projects. The certification states that the county is properly maintaining the projects that have federal aid attached to them. Motion by Commissioner Heiser, seconded by Commissioner Pelton to approve signing the Federal Aid Certificate as presented. All voted aye, motion carried.

Auditor Whittingham presented the October Financials

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

<b><u>GENERAL FUND (10)</u></b>			
<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
ACH	Merriman, Pat	Monthly Salary	\$3,000.00
303436	Service Printers	Office Supplies	
			\$905.20
303437	Roll, Kirk	Coroner Fees	\$1,357.30
303439	Guardian Fleet Safety	Vehicle Expenses	\$18,000.00

303448	A & A Sanitation Services	Septic Maintenance	\$260.00
303450	Advanced Business Methods	Office Equipment	\$1,302.95
303451	American Assoc. for Justice	Memberships	\$25.00
303452	Balco Uniform Co Inc	Sheriff Uniforms	\$183.43
303454	Benz Oil Company	Fuel	\$5,891.93
303458	Boss Office Products	Office Supplies	\$962.05
303462	Brost, Easton	Reimb for Travel - FTO Training	\$510.60
303464	Cenex Fleet Fueling	Fuel - Oct	\$3,039.07
303467	Consolidated Telecom	Phone	\$1,746.01
303474	Ehlis, Nathan	Vanguard	\$41.00
303475	Embroidery Arts (ND)	Clothing - Promo	\$191.00
303478	Fenstermaker, Jamie	Travel Reimb.	\$15.00
303480	Fire & Ice	Repairs - Trailer	\$427.32
303485	Heiser, Allen	Mileage/Phone Reimb.	\$569.40
303486	Hellinger, Jesse	Kids Programs	\$149.83
303488	Hinrichs SuperValu	Supplies	\$14.70
303490	Information Systems Corp	Service Contract	\$210.00
303491	Isaak, Beth	Travel Reimb.	\$15.00
303496	Just-In Glass	Vehicle Maintenance	\$719.25
303497	Kiesler Police Supply	Sheriff Supplies	\$28,474.20
303502	Larson, Latham, Huettl Atys	Professional Fees	\$240.80
303503	Lawrey, Sara	Reimb for Phone/Travel	\$243.20
303505	Legend Auto Body	Vehicle Repairs	\$4,630.75
303506	Logo Magic Inc	Sheriff Supplies	\$321.00
303500	Marilyn Kutzler	Sheriff Equipment	\$384.45
303512	Miller, Michael	Travel/Phone Reimb.	\$280.60
303514	ND Post Board	License	\$150.00
303520	NW Tire	Vehicle Maintenance	\$1,836.84
303525	Pelton, Craig	Reimb for Phone/Travel	\$1,360.70
303528	Prairie Auto Parts	Vehicle Parts	\$65.98
303530	Quality Quick Print	Office Supplies	\$1,155.00
303531	R & R Auto, Farm & Electric	Vehicle Maintenance	\$1,331.50
303532	Radisson Hotel Bismarck	Travels	\$340.50
303533	Red Rock Ford of Dickinson	Vehicle Maintenance	\$2,032.53
303536	Rodhe, Sandy	Travel Reimb.	\$714.60
303537	Roll, Kirk	Coroner Calls	\$800.00
303538	Roshau, LoAnn	Reimb for Phone/Travel	\$73.99
303539	Runnings Supply Inc	Sheriff Supplies	\$46.95
303541	Sanford Health Occ. Medicine	Drug Testing/DOT Exam	\$1,656.00
303542	Sax Motor Co	Vehicle Maintenance	\$3,534.19
303545	Scuba One	Diving Gear	\$26,705.00
303546	Service Pro	Vehicle Maintenance	\$354.02
303552	Sundeen, Ross	Monthly West Law Subscription	\$737.70
303554	TextMyGov	Communications	\$3,500.00
303555	Thomson Reuters - West	Subscription	\$161.40
303553	T-Rex Conoco Inc	Vehicle Repairs	\$1,102.75
303556	TriTech Software Systems	Sheriff Equipment	\$32,504.83
303557	UKG Inc	Contract	\$5,308.00
303558	US Records Midwest LLC	Records	\$18,365.25
303559	Verizon	Phone	\$2,732.93
303561	Western Choice Cooperative	Misc - Oct	\$435.39
303517	Norby, Jeremy	P & Z Meeting/Travel	\$133.40
303544	Schneider, Les	P & Z Meeting/Travel	\$132.00
303460	Brew, Casey	P & Z Meeting/Travel	\$129.90
303526	Perhus, Howard	P & Z Meeting/Travel	\$191.50
303493	Jeske, Chris	P & Z Meeting/Travel	\$141.80
303473	Dvirnak, Lorin	P & Z Meeting/Travel	\$160.00

**ROAD (14)**

303438	Danzeisen, Victoria & Jared	Claims	\$42,500.00
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303447	Bang, John and Stacy	Road	\$1,490.00
303449	Acme Tools Bismarck	Tools	\$2,917.80
303453	Bartlett & West	Road	\$64,553.75
303463	Brown Fencing	Fencing	\$62,881.80
303465	Civil Science Infrastructure Inc.	Road	\$39,558.75
303468	Consolidated Telcom.	Road	\$9,318.32
303469	D&J Equipment & Sales	Road	\$70,012.88
303472	Dustbusters Inc	Road	\$455,074.88
303476	Fed Ex	Road	\$7.34
303481	Fisher, Nathan	Easement	\$13,910.00
303482	General Equipment & Supplies	Equipment	\$94,000.00
303487	Hilfiker Service LLC	Road	\$15,153.75
303489	Hotsy Equipment Company	Road	\$3,832.93
303492	JD Fencing	Road	\$32,606.50
303496	Just-In Glass	Road	\$10.00
303498	Konecranes Inc	Vehicle Maintenance	\$3,225.89
303504	Lawson Products Inc	Road	\$1,229.54
303509	Menards	Road	\$3,933.90
303513	ND Dept. of Transportation	Inspection	\$5,854.49
303516	Nelson Fencing	Road	\$18,774.85
303518	North Dakota One Call	Road	\$39.00
303519	Northern Plains Engineering	Road	\$74,357.50
303522	O'day Equipment LLC	Road	\$765.00
303527	Power Plan	Road Supplies	\$13,027.25
303529	Prairie Implement	Road	\$114.78
303534	Reiter Welding Inc	Install Welder	\$11,195.00
303535	Rocky Butte Fencing	Road	\$8,293.60
303540	Rusty Nail RV	Road	\$12,000.00
303541	Sanford Health Occ. Medicine	Drug Testing/DOT Exam	\$200.00
303542	Sax Motor	Vehicle Maintenance	\$1,079.33
303548	SLT Fencing Supplies	Road	\$58,320.00
303549	Steffan, Duane and Marilyn	Easement	\$14,095.00
303550	Steffan, Robert & Mary	Easement	\$32,895.00
303559	Verizon	Phone	\$342.19
303560	Wald Fencing & Supplies LLC	Road	\$59,772.00

**COUNTY PARKS (21)**

303484	Halliday, City of	Waste Management	
	\$2,200.00		

303461	Brew, Robert	Meeting/Travel Reimb.	\$497.75
303471	Dukart, Daryl	Meeting/Travel Reimb.	\$245.40
303494	Jeske, Jim	Meeting/Travel Reimb.	\$146.00
303503	Lawrey, Sara	Event Supplies	\$127.72
303524	Pavlicek, Zach	Meeting/Travel Reimb.	\$147.40
303543	Schaller, Bill	Meeting/Travel Reimb.	\$125.00
303561	Western Choice Cooperative	Misc - Oct	\$93.31

**VSO (24)**

303456	Benz, Carolyn	Travel Reimb.	\$254.20
303467	Consolidated Telecom	Phone	\$23.99
303559	Verizon	Phone	\$82.08

**COUNTY AGENT (26)**

303464	Cenex Fleet Fueling	Fuel - Oct	\$192.62
303467	Consolidated Telecom	Phone	\$128.85
303499	Kukla, Kirsten	Reimb for Phone/Travel	\$554.00
303501	Larsen, Christy	Phone Reimb.	\$50.00
303515	NDSU Extension	Salaries	\$23,439.03

**WEED (27)**

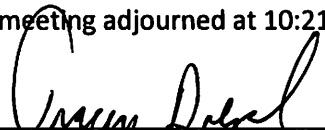
303464	Cenex Fleet Fueling	Fuel - Oct	\$227.26
303479	Ferebee, Cliff	Meeting/Travel Reimb.	\$170.50
303547	Sickler, Clint	Meeting/Travel Reimb.	\$167.00

303551	Stein, Russ	Meeting/Travel Reimb.	\$153.00
303559	Verizon	Phone	\$160.04
303561	Western Choice Cooperative	Misc - Oct	\$120.60
<b><u>DEM (29)</u></b>			
303506	Logo Magic Inc	EM Supplies	\$410.00
303477	Federal Signal Corporation SSG	Federal Warning Systems	\$58,330.00
303559	Verizon	Phone	\$47.07
<b><u>24/7 (05)</u></b>			
303523	Office of Atty General	24/7 Fees	\$1,485.00
<b><u>CAPITAL PROJECTS (40)</u></b>			
3034183	Guardian Fleet Safety	Vehicle	\$109,055.53
303439	Guardian Fleet Safety	Vehicle Expenses	\$16,710.99
303495	JLG Architects	Remodel	\$360,894.77
<b><u>BUILDINGS (41)</u></b>			
303457	Bosch Lumber	Maintenance	\$27.96
303459	Braun Distributing	Supplies	\$690.61
303466	Clean Sweep	Janitor Supplies	\$98.97
303470	Don's Filters & Furnaces Inc	Maintenance - Filters	\$184.56
303507	Manning Waterworks	Water	\$519.00
303508	MDU	Gas/Electric	\$1,691.96
303510	MGM Rural Sanitation LLC	Garbage	\$604.92
303511	Mid-American Research Chem.	Janitor Supplies	\$222.59
303561	Western Choice Cooperative	Misc - Oct	\$84.57

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

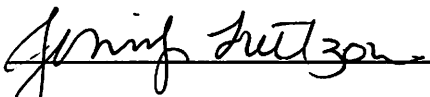
Motion by Commissioner Pelton, seconded by Commissioner Heiser to increase the part time employees, commissioners and the employees hired in 2025 to \$1.50 per hour instead of .75 cents per hour. This will bring them in line with COLA. Upon roll call vote, all voted aye, motion carried.

Motion by Commissioner Olson, seconded by Commissioner Heiser to adjourn. All voted aye and the meeting adjourned at 10:21 a.m.

  
 Tracey Dolezal, Madam Chair

November 19, 2025  
 Date

ATTEST:

  
 Jennifer Luetzow, Deputy Treasurer