

**OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
February 20, 2025**

Members Present: Commissioners Dolezal, Pelton, Heiser and Olson

Others Present: Sally Whittingham, Jeremy Wood, James Kadrmaz, Carl Rohde, Gary Kuhn, Dessie Calihou, LoAnn Roshau, Willard Tormaschy, Julie Karey, Adeline Ingold

Motion by Commissioner Pelton, seconded by Commissioner Olson, to approve the February 5, 2025 minutes as presented. All voted aye, motion carried.

Motion by Commissioner Olson, seconded by Commissioner Heiser to approve the February 20, 2025 agenda with the following additions: JDA Board Appointment, Grant Application for the Killdeer Trap Club. All voted aye, motion carried.

Carl Rohde appeared for Civil Science to give updates on their projects. 100th Ave SW will have a bid opening at the March 19th commission meeting. Construction is anticipated for early 2025.

Darin Schaeffer with Bartlett & West appeared via teams to give updates on their projects. 14th St. SW, waiting to hear from Edward Schwartz Construction regarding a spring start date. 99th Ave. SW, 404 permit and mitigation plan was submitted to the USACE for approval. Manning project, SW Water Authority held a plan review meeting regarding the improvements, they are in the process of assembling changes and requirements for Manning Water Works.

James Kadrmaz with Interstate Engineering appeared to update the commission on their projects. 109th Ave. SW, moving ahead with remaining easement negotiations. 82nd Ave. SW (North Segment) will need approximately .75 acres for offsite mitigation, Interstate is asking for approval to apply through Ducks Unlimited. Motion by Commissioner Heiser, seconded by Commissioner Pelton to get credits for the wet land mitigation of .75 acres through Ducks Unlimited. All voted aye, motion carried.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 114th Ave, an extension of last year's project, anticipating a May bid opening. 98th Ave SW and 4th St. SW, anticipating an April bid opening. 119th Ave. SW has a scheduled bid opening on March 19th. 10th St. NW, 113th Ave. NW and 7th St. NW, landowners would like to ask the county to pave the road due to the high volume of traffic. Commission is asking Northern Plains to add paving to their plan so in the future the county can pave. Motion to make the design include paving in the future by Commissioner Heiser, seconded by Commissioner Pelton. All voted aye, motion carried.

Proposed changes to the fencing policy for road easements; change to make easement's temporary only and be able to put a fence at 33ft rather than 60ft. Giving the county access to fix any drainage issues in the future. Motion by Commissioner Heiser, seconded by Commissioner Pelton to change the policy to a temporary construction easement and put the fence at 33 ft. per approval of states attorney. Upon roll call vote, all voted aye, motion carried.

Proposed change in the payment policy for easements; pay \$3000.00 per acre 33ft-60ft and pay \$1000.00 per acre beyond 60ft. Motion by Commissioner Pelton, seconded by Commissioner Heiser to pay \$3000.00 per acre up to 60ft and beyond 60ft \$1000.00 per acre for easements. Upon roll call vote, all vote aye, motion carried.

The current policy is to replace fences when easements are purchased. Possible to offer a stipend for \$7000.00 for no fence. Consensus is to stay with the current policy.

Utility permits were presented by Commissioner Pelton. Oneok has a 20" poly line on 23rd street. Motion to approve as presented by Commissioner Pelton, seconded by Commissioner Heiser. All voted aye, motion carried.

Bids were gathered for a yard fence at the Killdeer Shop. The low bid for the fence was \$131,151.00 from JD Fencing. It would be 6ft high with safety wire on the top. Motion by Commissioner Heiser, seconded by Commissioner Pelton to approve the fence at the Killdeer Shop for \$131,151.00 from JD Fencing. All voted aye, motion carried.

On April 29th there will be NDLTAP training for the road department. There will be other entities at the training. Move to approve the NDLTAP training in April by Commissioner Heiser, seconded by Commissioner Pelton. All voted aye, motion carried.

At 9:30 a.m., per call for bids, all qualified bids were opened for services for the Dunn County Road Department.

Knopik Pit Management	class 13 \$5.65 per yard	scoria \$3.65 per yard
Fisher Sand & Gravel	class 13 \$6.70 per yard	scoria \$4.72 per yard
Sundre Sand & Gravel	class 13 \$9.10 per yard	scoria \$4.00 per yard

Move to accept all bids and use the least expensive one available at discretion of road department by Commissioner Pelton, seconded by Commissioner Heiser. All voted aye, motion carried.

At 10:00 a.m., per call for bids, all qualified bids were opened for the 119th Ave SW & 2nd St. Improvements.

- Baranko Brothers \$1,268,800.69
- Central Specialties \$1,173,932.14
- Edward Schwartz \$1,556,917.40
- Gladen Construction \$1,594,055.82
- Jensen Brothers \$1,326,230.42
- Kinfe River \$1,575,566.10
- Martin Construction \$1,380,376.81

Bartlett & West will review the bids and return with a recommendation for the board.

At 10:10 a.m., per call for bids, all qualified bids were opened for the 27th St. SW project.

- Baranko Brothers \$1,861,519.24
- Central Specialties \$1,764,023.10
- Edward Schwartz \$1,602,947.29
- Gratech Company \$1,752,850.06
- Hlebechuk Const. \$1,610,981.86
- Jensen Brothers \$2,084,183.15
- Knife River \$2,319,766.35
- Martin Construction \$1,816,195.27

Interstate Engineering will review and bring a recommendation for the board.

Jade Boote with the Cowboy Station appeared before the commission to ask about the possibility of paving the road by 3T street by the Highway 22 bypass. Currently the road is gravel, this would be approximately 1500 ft. of paving. Motion by Commissioner Pelton, seconded by Commissioner Heiser to have Northern Plains Engineering work on a bid for asphalt or concrete. Upon roll call, all voted aye, motion carried.

The NDSU Extension office introduced Sarah McFadden, she is the new administrative assistant. The extension office is wrapping up livestock judging and FFA contests. In March pesticide training starts. They are also finishing up on a building stronger bodies class with the schools. They are meeting with areas of the county to see what they can bring to those communities. They will start a zoom cooking class for kids and continue to work with the food pantry.

The county will start advertising for the road superintendent position, it will be open for four weeks.

Interstate Engineering came back with the recommendation for the 27th St. SW project. They are recommending Edward Schwartz at \$1,602,947.29. Motion by Commissioner Pelton, seconded by Commissioner Heiser to award the 27th St. SW project to Edward Schwartz at \$1,602,947.29. Upon roll call vote, all voted aye, motion carried.

Emergency Manager, Sarah Duttonhefner, presented a Bowman Radar operations contract. This provides her with the weather radar for our area. The cost is \$2500.00 per year, she would like board approval. Motion by Commissioner Pelton, seconded by Commissioner Olson to pay the annual amount of \$2500.00 for the contract. All voted aye, motion carried.

The LoadPass Advisory Committee needs a designee from Dunn County. Commissioner Pelton would suggest Lori Tabor who works at the road department. Motion by Commissioner Heiser, seconded by

Commissioner Pelton to assign Lori Tabor as the LoadPass Designee for Dunn County. All voted aye, motion carried.

The garbage contract with Dunn County and the City of Halliday needs approved. This is for the Little Mo. Campground. They pick up from May to September once per week, it is \$1100.00 per month. Motion by Commissioner Pelton, seconded by Commissioner Olson to approve the garbage contract with the City of Halliday. Upon roll call vote, all voted aye, motion carried.

Joel Spethman with the City of Killdeer appeared to discuss the Dunn County Building and property on Central Ave. in Killdeer. The county will gift the property to the city. The county will help with part of the tear down process. The city will get a quote and bring it back to the county. Motion to turn the county building and property on Central Ave. over to the City of Killdeer by Commissioner Olson, seconded by Commissioner Heiser. Upon roll call vote, all voted aye, motion carried.

Commissioner Olson would like to work with the City of Killdeer to help the Killdeer Trap Team. The team needs certain equipment to train with. If the county helps the city everyone can benefit from the donation. Motion to table the discussion until the next commission meeting by Commissioner Olson, Seconded by Commissioner Heiser. All voted aye, motion carried.

Bartlett & West came back to the board with a recommendation on the 119th Ave SW & 2nd St. Improvement's project. They would recommend Central Specialties at \$1,173,932.14. Motion by Commissioner Pelton, seconded by Commissioner Heiser to accept the bid of Central Specialties at \$1,173,932.14. Upon roll call vote, all voted aye, motion carried.

Travis Bateman appeared to see if the commission would give local support via letter or resolution on SB2277 to designate Highway 200 as the Fallen Officer highway for North Dakota. The DOT will provide all of the major signage on the highway. Motion to write a letter of support to the North Dakota Fallen Peace Officers Memorial Highway by Commissioner Heiser, seconded by Commissioner Olson. All voted aye, motion carried.

Recorder, Lisa Guenther, appeared to give updates on the Recorder and Clerk of Court offices. Dunn County Clerk of Court office will be featured in the statewide monthly newsletter. With the Legislative Session new policies and procedures are coming out for the Recorders and Clerk of Court. Lisa introduced Julie Miner; she is the new deputy recorder. Another administrative person will start next week. The office is working on getting fully staffed, another ad will go out for the second deputy recorder. Lisa gave Julie her Oath of Office. The Recorders Office will be working on a major project to get all digitized information available to the public.

JDA Board met and would like to appoint Jeff Simmons to their board. Motion by Commissioner Olson, seconded by Commissioner Pelton to accept the appointment of Jeff Simmons to the JDA Board. All voted aye, motion carried.

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

GENERAL FUND (10)

WARRANT #:	TO:	FOR:	AMOUNT:
301669	Allmendinger, Diane	Insurance Premiums	\$2,608.32
301671	Benz Oil	Sheriff Fuel	\$5,328.65
301671	Benz Oil	Sheriff Fuel	\$2,373.00
ACH	Chase JP Morgan	Credit Card Charges-Jan.	\$11,232.54
301680	Consolidated	Phones-Jan.	\$1,668.12
301682	Counties Providing Technology	Programming Software	\$2,233.00
301688	East End Auto	Towing	\$280.50
301689	Ehlis, Nathan	Meals-NDAAO	\$30.00
301691	Energy Tech Systems	Tech Support	\$74.00
301693	Everspring Suites	Room-Sally	\$99.00
301696	Farmers Union Insurance	Insurance Premiums	\$180,647.00
301698	FOP-West River Lodge #5	Annual Dues	\$2,112.00
301699	Guardian Fleet Safety	Sheriff Supplies	\$167.72
301704	Information Tech Dept	Service Contract/Tech Support-Jan.	\$3,921.18
301705	Intoximeters	Sheriff Supplies	\$125.00
301710	Lazorenko, Florine	Housing Auth. Meeting/Mileage	\$304.60
301712	Matthew Bender & Co., Inc.	Office Supplies	\$781.73

301715	McKenzie Electric	Electric-Jan.	\$275.08
301721	ND Clerk's Association	2025 Membership	\$100.00
301652	ND County Commissioners Assoc.	2025 Dues	\$1,725.00
301723	ND Sheriff's & Deputies Association	2025 Annual Dues	\$400.00
301725	NDACo Resource Group	Service Contract	\$583.00
301727	ND PHIT	1094 ACA Filing Fee	\$340.00
301651	NDACo	2025 Est. Worker's Comp. Premium	\$66,627.91
301665	NDDOT-Motor Vehicle Dept.	Registration/Plates	\$11.50
301729	North Dakota League of Cities	Capitol Connection Reg. Fees	\$120.00
301732	NW Tire	Sheriff Vehicle Maintenance	\$1,348.78
301733	NW Tire	Coroner Vehicle Maintenance	\$115.03
301734	ODP Business Solutions, LLC	Office Supplies	\$83.98
301740	Quality Quick Print	Misc. Printing	\$170.00
301741	Residence Inn-Bismarck	Rooms-Holly & Nathan-NDAAO	\$198.00
301742	Roshau, LoAnn	Cell Phone-Feb.	\$50.00
301667	Roughrider Electric	Electric-Jan.	\$220.65
301745	Service Pro	Sheriff Vehicle Maintenance	\$269.36
301745	Service Pro	Sheriff Vehicle Maintenance	\$255.37
301747	Twist, David	Housing Auth. Meeting/Mileage	\$261.20
301748	Tyler Technologies	Taxwise Configuration	\$2,610.00
301749	Vanguard Appraisals, Inc.	Service Fees	\$1,887.50
301751	West Dakota Vet Clinic	Vet Services-Drone	\$216.42
301754	Wex Health	FSA-Jan.	\$178.50
<u>ROAD & BRIDGE (14)</u>			
301668	2K Electric LLC	County Shop Maintenance	\$125.00
301671	Benz Oil Co Inc	Vehicles-Gas, Oil, etc.	\$26,585.06
301673	Bobcat of Dickinson	Machinery & Equip Parts	\$1,451.85
301674	Boespflug Trailers	Machinery & Equip Parts	\$548.02
301675	Buehner Construction LLP	Road Materials	\$15,552.00
301676	Carquest Auto Parts Store	Shop Supplies	\$3,035.79
ACH	Chase JP Morgan	Credit Card Charges-Jan.	\$308.38
301677	Civil Science Infrastructure Inc.	98th Ave SW & NW 1St to 4th St SW	\$17,707.75
301678	Colonial Research Chemical Corp.	Shop Supplies	\$205.92
301679	Column Software PBC	Printing/Publishing	\$273.60
301681	Consolidated Telcom.	Telephone	\$638.98
301683	Dakota Tool & Machine	Machinery & Equip Parts	\$128.06
301684	Dakotaland Autoglass	Machinery & Equip Parts	\$28.10
301685	Diamond Resources Co	Road Materials	\$526.25
301686	Don's Filter & Furnaces	County Shop Maintenance	\$106.80
301687	DTE Inc	Machinery & Equip Parts	\$316.00
301690	Ellingson Plumbing Heating & AC	County Shop Maintenance	\$2,983.32
301692	Environmental Systems Research Instit	Office Supplies	\$3,225.00
301694	Factory Motor Parts Co.	Shop Supplies	\$1,138.48
301700	Hinrichs SuperValu	Training	\$160.30
301701	Holiday Inn	Travel	\$1,188.00
301702	Hughes, Payton	Subdivision Reimbursement	\$20,961.98
301703	IBS Inc	Shop Supplies	\$937.71
301706	J & J Operating LLC	Shop Supplies	\$322.88
301707	Jerry's Services	114th Ave - New Hradec to 19th St	\$4,962.12
301708	Kohler Communications	Radio	\$432.00
301709	Lawson Products Inc	Shop Supplies	\$5,663.13
301713	McKenzie County	Paving Maintenance	\$85,000.00
301717	Meadowlark Environmental	Engineering Fees	\$2,062.50
301718	Menards	Vehicles-Gas, Oil, etc.	\$1,663.25
301719	Metcalfe Archaeological Consultants, Inc	109th Ave SW 5 Mi (School Rd)	\$1,005.43
301722	ND Dept Of Transportation	Federal Aid Match Projects	\$338.49
301724	NDACE	Training	\$200.00

301730	Northern Plains Engineering	105Th Ave SW 19th to 25th	\$48,170.00
301731	NSC Minerals	Road Materials	\$4,373.84
301732	NW Tire	Machinery & Equip Parts	\$1,143.64
301737	Prairie Auto Parts.	Machinery & Equip Parts	\$2,093.32
301738	Prairie Implement	Machinery & Equip Parts	\$8.85
301739	Pump Systems	Machinery & Equip Parts	\$2,774.82
301743	Running Supply Inc.	Machinery & Equip Parts	\$1,688.42
301744	Sax Motor Company	Machinery & Equip Parts	\$100.66
301750	Verizon Connect	Machinery & Equip Parts	\$449.29
301752	West Plains Inc.	Machinery & Equip Parts	\$136.83
301753	Western Choice Cooperative	Shop Supplies	\$8,661.48
<u>COUNTY PARK (21)</u>			
ACH	Chase JP Morgan	Credit Card Charges-Jan.	\$351.01
301714	McKenzie Electric	Electric-Lake Ilo	\$39.00
301715	McKenzie Electric	Electric-Little Mo.	\$44.86
<u>24/7 FEES (05)</u>			
301735	Office of Attorney General	24/7 Fees	\$2,005.00
301736	Pharmchem	24/7 Fees	\$223.65
<u>VETERAN SERVICE OFFICE (24)</u>			
ACH	Chase JP Morgan	Credit Card Charges-Jan.	\$57.00
301680	Consolidated	Phones-Jan	\$23.99
301695	Fair Repair	Vehicle Maintenance	\$527.96
301726	NDACTVSO	Spring Conf./County Dues	\$170.00
<u>COUNTY AGENT (26)</u>			
ACH	Chase JP Morgan	Credit Card Charges-Jan.	\$1,153.11
301680	Consolidated	Phones-Jan	\$128.63
<u>SWMCCC (19)</u>			
301746	SWMCCC	Nov. 24, Dec. 24, Jan. 25	\$67,300.93
<u>DEM (29)</u>			
ACH	Chase JP Morgan	Credit Card Charges-Jan	\$474.00
<u>WEED (27)</u>			
301669	Allmendinger, Diane	Cell Phone-Mar. 2024-Feb. 2025	\$600.00
301672	Bismarck Hotel	Cliff Farabee -Conference	\$330.00
301697	Ferebee, Cliff	Meetings/Travel	\$667.00
301743	Runnings	Misc. Supplies	\$65.94
<u>BUILDINGS (41)</u>			
301671	Benz Oil	Propane	\$3,761.60
ACH	Chase JP Morgan	Credit Card Charges-Jan.	\$799.74
301695	Fair Repair	Vehicle Maintenance	\$175.50
301711	Manning Waterworks	Water-Jan.	\$376.00
301715	McKenzie Electric	Electric-Jan.	\$880.06
301716	MDU	Gas/Electric-Jan.	\$4,493.69
301720	MGM Rural Sanitation	Garbage-Jan.	\$603.33
301667	Roughrider Electric	Electric-Jan.	\$4,883.68
301666	Roughrider Electric	Electric-Jan.	\$1,175.00
<u>CAPTIPAL PROJECTS (40)</u>			
301670	AVI Systems	Veteran's Room	\$7,567.34
301728	Nelson Auto Center	P&Z/Tax Director Vehicle	\$39,901.00

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

Motion to accept rental rates, fencing and dust control upon the confirmation of current licenses and insurance by Commissioner Heiser, seconded by Commissioner Pelton. 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 11:10 a.m.

Tracey Dolezal, Madam Chair

March 5, 2025
Date

ATTEST:

Sally Whittingham, Auditor