

**OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
February 4, 2026**

Members Present: Commissioners Heiser, Olson, Pelton & Dolezal, Commissioner Kleemann via Teams
Others Present: Sally Whittingham, Terry Schwartzenberger, Jeremy Wood, Carl Rohde, Andrew Schrank, Gary Kuhn, Dessie Calihou, LoAnn Roshau, Lisa Guenther, Willard Tormaschy, Adeline Ingold

Motion by Commissioner Olson, seconded by Commissioner Pelton, to approve the January 22, 2026 minutes as presented. All voted aye, motion carried.

Motion by Commissioner Heiser, seconded by Commissioner Olson, to approve the February 4, 2026 agenda with the removal of the year-end report. All voted aye, motion carried.

Public Comment: None

Carl Rohde with Civil Science updated the commission on their projects. 92nd Ave. SW project is on hold until spring. 20th St. SW, the final design is being completed. 86th Ave & 9th St. SW, environmental and cultural impacts are being evaluated.

Darin Schaeffer with Bartlett & West appeared and gave the commission updates on their projects. The Manning Waterline Improvement project has a bid opening at 10:00 am today. 7th St. SW – 101st Ave. to 97th Ave. has one remaining signature for easements.

Andrew Schrank with Highlands Engineering appeared to discuss the 15th St. SW & 118th Ave. SW reconstruction project. There is no 404-permit required for this project. Initial temporary easements have been prepared to present to landowners. The landowners have been contacted and meetings have been scheduled.

Jeremy Wood with Northern Plains Engineering appeared to discuss their road projects. 98th Ave. SW and 4th St. SW project is completed. 10th St. NW, 113th Ave. NW and 7th St. NW grading and gravel phase was bid on in July, construction was started in October and will finish this year. The paving phase will also be completed this year.

Terry Schwartzenberger, Road Superintendent, gave the commission updates on the road department. McKenzie Bay Road Project, plans are about 80% completed. Will have a March bid opening.

HR Director, Dessie Calihou, presented the second reading of the policy changes to the commission. Motion by Commissioner Olson, seconded by Commissioner Pelton to approve the second reading of the policy changes as recommended. Upon roll call vote, Commissioners Olson, Pelton and Dolezal voted aye. Commissioners Heiser and Kleemann voted no. Motion carries.

Auditor Whittingham presented that the Department Heads would like to do a float for the 250th Semi quinentennial Celebration of Independence Day parades. She is asking for a \$1500.00 budget to use for the float. Motion to approve the float and \$1500.00 by Commissioner Heiser, seconded by Commissioner Olson. Upon roll call vote, all voted aye. Motion carried.

Financial Report for January 2026

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

<u>GENERAL FUND (10)</u>			
WARRANT #:	TO:	FOR:	AMOUNT:
ACH	Merriman, Pat	Salary	\$4,000.00
304087	Advanced Business Methods	Lease and Maintenance	\$1,089.26
304090	Benz Oil Company Inc.	Fuel	\$1,851.05
304093	Boss Office Products	Office Supplies	\$97.49
304098	Cenex Fleet Fueling	December Fuel	\$3,519.24
304100	Charbonneau Car Center	Vehicle Maintenance	\$460.00
304102	Consolidated Telcom	Phones	\$1,695.50
304104	Cowboy Station	Meals	\$169.90
304106	Dolezal, Tracey	Reimb for Travel	\$226.20

304108	Embroidery Arts (ND)	Clothing	\$98.00
304074	Hartel, Kyle	Victim Witness	\$110.00
304112	Heiser, Al	Reimb for Travel/Phone	\$193.55
304117	Killdeer Public Library	Adopt-a-Planter	\$200.00
304073	Kissinger, Christina	Reimb for Supplies	\$151.38
304119	Kompleks Solutions	Industrial Assessment Services	\$7,600.00
304122	Larson, Dane	Contracted Payroll	\$450.00
304123	Larson, Latham, Huettl Atys	Attorney Fees	\$172.00
304124	Lawrey, Sara	Reimb. for Travel/Phone	\$94.95
304127	Logo Magic, Inc.	Supplies	\$662.00
304128	Luetzow, Jennifer	Reimb. for Travel/Phone	\$71.75
304071	Luther, Lindsay	Annual Dinner Babysitter	\$50.00
304072	Luther, Raichel	Annual Dinner Babysitter	\$50.00
304133	Miller, Michael	Reimb. for Phone	\$50.00
304135	ND Sheriff's & Deputies	Annual Dues	\$400.00
304134	NDACo	Screenings / Special Op.	\$6,986.20
304136	NDACo Resources Group	IT Assets and Services	\$5,729.08
304138	NDFOP - West River Lodge #5	Annual Lodge Membership	\$2,112.00
304143	NW Tire	Vehicle Maintenance	\$2,555.25
304146	One Source	Credit Report Check	\$10.00
304150	Quality Quick Print	Supplies	\$209.00
304151	Roll, Kirk	Coroner Calls	\$400.00
304152	Roshau, LoAnn	Reimb. for Travel/Phone	\$265.69
304154	Running Supply Inc	Tow Straps	\$29.99
304155	Sanford Health Occ. Medicine	Drug Testing/DOT Exam	\$276.00
304157	Scuba One	Diving Class	\$250.00
304158	Service Pro	Vehicle Maintenance	\$181.63
304160	Tyler Business Forms	LSR M/P Top Check	\$720.00
304161	Vanguard Appraisals Inc.	Website Service Fee	\$1,925.00
301163	Verizon	Phones	\$2,496.59

ROAD (14)

WARRANT #:	TO:	FOR:	AMOUNT:
304086	A&A Sanitation Total	Portable Toilets	\$320.00
304088	Amber Waves	Parts	\$250.00
304089	Bartlett & West	Engineering	\$3,240.00
304091	Bosch Lumber Co	Shop Supplies	\$99.74
304092	Boss Office Products	Office Supplies	\$130.46
304096	Brosz Engineering, Inc	Engineering	\$8,920.00
304097	Butler Machinery Co	Parts	\$7,500.93
304099	Certified Power Inc.	Parts	\$7.80
373.92	Column Software PBC	Bid Publishing	\$373.92
304102	Consolidated Telcom	Telephone	\$557.53
304105	Dakotaland Autoglass	Parts	\$663.50
304110	General Steel & Supply	Parts	\$237.42
304113	Hutz Welding Service	Parts	\$27.74
304116	JP Steel & Supply	Shop Supplies	\$2,782.44
304118	Kohler Communications	Radios	\$179.70
304125	Lawson Products Inc	Shop Supplies	\$251.44
304126	Linde Gas & Equipment Inc	Shop Supplies	\$2,475.11
304129	MAC's - Dickinson	Shop Supplies	\$615.51
304130	McKenzie Electric Cooperative	Line Move	\$248,561.14
304131	Meadowlark Environmental	Engineering	\$9,169.60
304139	NDLTAP-UGPTI/NDSU	Training	\$175.00
304141	North Central International, LLC	Parts	\$5,292.58
304142	Northern Plains Engineering	Engineering	\$57,905.00
304148	Pomp's Tire Service Inc	Parts	\$5,107.20
304149	Power Plan	Parts	\$3,783.85
304153	Running Supply Inc.	Parts	\$56.43
304159	Sign Solutions USA	Signs	\$782.42

304163	Verizon	Phones	\$342.75
304162	Verizon Connect	Fleet Management	\$447.82
304164	Wallwork Truck Center	Parts	\$1,726.94
304165	Western Hose LLC	Parts	\$469.28
304166	Westlie Motor Company	Parts	\$1,092.94

COUNTY PARK (21)

WARRANT #:	TO:	FOR:	AMOUNT:
304095	Brew, Bob	Reimb for Travel/Meetings	\$146.75
304107	Dukart, Daryl	Reimb for Travel/Meetings	\$149.65
304114	Jeske, Jim	Reimb for Travel/Meetings	\$143.13
304147	Pavlicek, Zach	Reimb for Travel/Meetings	\$148.20
304156	Schaller, Bill	Reimb for Travel/Meetings	\$125.00

VSO (24)

WARRANT #:	TO:	FOR:	AMOUNT:
304102	Consolidated Telcom	Phones	\$23.99
304163	Verizon	Phones	\$82.08

COUNTY AGENT (26)

WARRANT #:	TO:	FOR:	AMOUNT:
304087	Advanced Business Methods	Lease and Maintenance	\$261.78
304094	Boss Office Products	Supplies	\$139.40
304102	Consolidated Telcom	Phones	\$121.79
304108	Embroidery Arts (ND)	Flags	\$150.00
304120	Kukla, Kirsten	Reimb. for Travel/Phone	\$50.00
304121	Larsen, Christy	Reimb. for Travel/Phone	\$50.00
304140	NDSU Extension Dept. 3110	Print & Copy Services	\$112.00

WEED (27)

WARRANT #:	TO:	FOR:	AMOUNT:
304084	Open Road Honda	Parts	\$1,718.47
304098	Cenex Fleet Fueling	December Fuel	\$131.07
304109	Ferebee, Cliff	Reimb for Meetings/Travel	\$684.05
304163	Verizon	Phones	\$160.04

DEM (29)

WARRANT #:	TO:	FOR:	AMOUNT:
304163	Verizon	Phones	\$47.07
304137	NDEMA	Dues and Membership	\$315.00

24/7 (05)

WARRANT #:	TO:	FOR:	AMOUNT:
304145	Office of Attorney General	SCRAMnet	\$1,270.00

BUILDINGS (41)

WARRANT #:	TO:	FOR:	AMOUNT:
304111	City of Halliday	Water	\$63.40
304090	Benz Oil Company	Propane	\$10,973.16
304115	Johnson Controls Fire Pro.	Service Contract	\$3,621.98
304132	MGM Rural Sanitation LLC	Sanitation Services	\$642.56

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

Lisa Guenther, Recorder & Clerk of Court, gave the commission 2025 year-end reports for her departments. Both the Clerk of Court and Records Office came in under budget. The Preservation fund balance is \$281,609.99. This fund can only be used for preserving documents. There will be a project started this year to digitize more of the documents. There were 13, 716 pages of recorded documents this year. There were 2878 new cases filed and 452 re-opened cases in 2025.

At 10:00 a.m., per call for bids, all qualified bids were opened for the Manning Waterline Improvement Project, a Bartlett & West project

- BEK Consulting \$2,196,900.00
- JK Excavation & Construction \$1,500,300.00
- JR Civil \$1,650,290.00
- Wagner Construction \$1,968,710.00
- Western Municipal Construction \$1,665,190.00

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

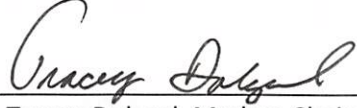
Deb Nelson with Vision West ND gave the commission the annual report for 2025 and the regional plan update. Vision West has been in existence for 15 years. Dunn County is a big supporter of the Vision West group. There was a 25% increase in new members 2025. The 2026 Behavioral Health Summit will be June 17th & 18th in Dickinson. There were 52 sponsorships totaling \$68,100. The Bush Foundation also gave money this year. There are two openings for board members available.

The Cowboy Golf Foundation, Clayton Johnsen and Jeremy Bird, appeared to discuss their mission and their program. They are a non-profit. They would like to propose a modern golf facility and the use of an underutilized building in Killdeer. It would support local activity and would be open throughout the year. The facility would have 4 simulators, and would also be available for other gatherings such as winter movie nights. They have raised over \$120,000.00 in sponsorships and have invested \$100,000.00. The Commission would like them to speak with the Dunn County JDA for any grant programs they have available.

Darin Schaffer returned with the bid results. JK Excavation was the low bid at \$1,500,300.00. Bartlett & West is recommending them for the Manning Waterline Improvement Project. Motion by Commissioner Pelton, seconded by Commissioner Olson to award JK Excavation the Manning Waterline Improvement Project at \$1,500,300.00. Upon roll call, all voted aye, motion carried.

Tyrel Brown with the City of Killdeer appeared to ask the Commissioners for help with a July fireworks drone show. The date would be July 1st as a kickoff to the 250th Semi-quincentennial celebration. The total bill would be \$74,000.00, the city would like to do a 50/50 match with the county. Food Trucks and a band in the park are also planned. JDA will help cover the cost of the marketing, hoping to get more people in prior to the rodeo. Motion by Commissioner Heiser, seconded by Commissioner Pelton to support the drone show for \$37,000.00 in conjunction with city of killdeer. Upon roll call vote, Commissioners Heiser, Olson, Pelton and Dolezal voted aye, Commissioner Kleemann voted no.

Motion by Commissioner Kleemann, seconded by Commissioner Heiser to adjourn. All voted aye and the meeting adjourned at 10:53 a.m.


Tracey Dolezal, Madam Chair

February 18, 2026
Date

ATTEST:


Sally Whittingham, Auditor