

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

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

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

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

Motion by Commissioner Kleemann, seconded by Commissioner Olson to approve the February 5, 2025 agenda with the following additions: Peggy Hendricks. All voted aye, motion carried.

Carl Rohde appeared for Civil Science to give updates on their projects. 100th Ave SW, one landowner would like to add some additions to the easement, approval is needed from the commission. Once we get confirmation from attorney, we can move forward to have the bid advertised.

Darin Schaeffer with Bartlett & West appeared to give updates on their projects. 2nd & 84th is officially completed. 117th Ave SW is also completed. 119th Ave. SW has a scheduled bid opening on February 20th. SW Water Authority has a formal review meeting this Thursday for the Manning project.

James Kadrmas with Interstate Engineering appeared to update the commission on their projects. 109th Ave. SW, moving ahead with the plans. More easements have been received. 27th St. SW has a scheduled bid opening February 20th.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 98th Ave SW & 4th St. SW, this would be a good time to rebid as the NDDOT also has a paving project and is bidding in March. Consensus of the commission is to put the project out to bid. 114th Ave geotechnical borings and soil analysis indicate the remnants of an old slide but will require minimal over-excavation in the slide. The county was awarded partial funding for the structure replacement on 92nd Ave.

Terry Schwartzberger, Interim Road Superintendent, discussed a NDDOT Utility Permit. This will put a light up on the Highway 22 bypass by the High School. Motion by Commissioner Pelton, seconded by Commissioner Heiser to accept the Utility Permit as presented. All voted aye, motion carried.

Interim Road Superintendent Schwartzberger discussed getting a chain link fence around the Killdeer Road Shop where equipment and fencing is stored. Commission would like to check the threshold for bidding before moving forward.

Two utility permits were presented, one for McKenzie Electric on 109th and Dean Dvorak for a water crossing. Motion by Commissioner Heiser, seconded by Commissioner Pelton to approve the utility permits as presented. All voted aye, motion carried.

A reminder that the commissioners provide a meal for the county fair, this year it will be on June 28, 2025. Approval is needed by the board. Motion by Commissioner Kleemann, seconded by Commissioner Olson to provide the commissioner meal at the county fair. All voted aye, motion carried.

Sandy Rohde appeared to discuss a Vision West Meeting in Manning on March 20th at the courthouse. It is an annual meeting with members and guest speakers. Ms. Rohde is asking if the county can provide lunch for the meeting. Motion by Commissioner Heiser, seconded Commissioner Olson to provide the cost of the lunch for the Vision West Meeting in March. All voted aye, motion carried.

Ms. Rohde informed the commission that the Amazon facility in Dunn County has been completed. She received an invitation to the ribbon cutting ceremony on February 18 and would like to invite the commissioners to attend.

The Dunn County Housing Authority appeared to ask for funds to pay off the amount of the loan for the apartments in Killdeer. The loan has a balloon payment which was set up in the event the building was sold. If the building was sold it could displace the families that are currently residing in the apartments. It would be good for the community if the county could pay off the loan, it would help with the housing issue within the county. Motion by Commissioner Olson, seconded by Commissioner Heiser to pay the

amount of \$496,881.61 for the apartments, the money would be taken out of the Federal Mineral Royalties fund. Upon roll call vote, all voted aye, motion carried.

Sarah Duttonhefner, Emergency Manager, would like to rescind the burn restriction; she has discussed this with the fire chiefs. Motion by Commissioner Pelton, seconded by Commissioner Olson to remove the burn restriction. All voted aye, motion carried.

Ms. Duttonhefner updated on the commission with some upcoming projects and classed that pertain to the Emergency Management department.

Auditor Whittingham is asking for approval of a 2025 Beer & Liquor license for the McKenzie Bay Marina. Motion by Commissioner Kleemann, seconded by Commissioner Pelton to approve the beer and liquor license for McKenzie Bay Marina. All voted aye, motion carried.

A survey is needed for the Public Safety Center land. Interstate Engineering has agreed do the survey so we can get a signed purchase agreement. Motion by Commissioner Olson, seconded by Commissioner Pelton, to have interstate Engineering survey the land for the Public Safety Center. All voted aye, motion carried.

Auditor Whittingham gave the commissioners updates on the what projects the department is doing this year and the committee's they are involved with.

Auditor Whittingham presented the year end balances and financials to the Board of Commissioners. There were some amendments needed. The County Agent \$19,799.52, Weed Control \$38,674.62, County Buildings \$89394.51 and VSO \$2611.38. Motion by Commissioner Heiser, seconded by Commissioner Olson to accept the amendments as presented. Upon roll call vote, all voted aye, motion carried.

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

GENERAL FUND (10)

WARRANT:	TO:	FOR:	AMOUNT:
301546	ABM	Office Equipment-Sept.	\$36.52
301546	ABM	Office Equipment-Oct.	\$36.52
301546	ABM	Office Equipment-Nov.	\$1,131.38
301546	ABM	Office Equipment-Nov.	\$36.52
301546	ABM	Office Equipment-Dec.	\$1,131.38
301546	ABM	Office Equipment-Dec.	\$36.52
301546	ABM	Office Equipment-Jan.	\$2,422.82
301546	ABM	Office Equipment-Jan.	\$36.52
301546	ABM	Office Equipment-Feb.	\$1,131.38
301546	ABM	Office Equipment-Feb.	\$36.52
301549	Balco Uniforms	Sheriff Uniforms	\$184.00
301550	Bangert, Amanda	Housing Auth. Meetings/Travel	\$318.60
301552	Benz Oil Company	Fuel-Sheriff	\$5,171.50
301556	Boss Office Products	Office Supplies	\$536.63
301555	Boss Office Products	Office Supplies	\$29.00
301558	Brosten, Casey	Sheriff Equipment	\$3,000.00
301561	Cenex Fleet Fueling	Fuel	\$4,809.15
301562	Column Software PBC	Publishing	\$644.48
301567	Embroidery Arts	Uniforms	\$1,429.00
301568	Farmers Union Oil Company	Oil Change-Social Services	\$72.82
301528	Fleming, Ann	Employee Dinner - Beak's BBQ	\$2,875.00
301571	Guenther, Lisa	Travel	\$176.40
301573	High Plains Community Center	Employee Training Dinner Rental	\$570.00
301575	Hinrichs Supervalu	Water-Sheriff	\$17.15
301578	Intoximeters	Sheriff Equipment	\$524.00
301581	Karvonen, Kevin	Housing Auth. Meetings/Travel	\$610.12
301583	Kissinger, Christina	Travel-Jan	\$50.00
301584	Kompleks Assessment Solutions LLC	2025 Assessment Services-Pymt 2	\$7,600.00
301586	Kutzler, Marilyn	Sheriff Equipment	\$219.60

301587	Ky's Catering	Bars-Coffee & Company Mtgs.	\$125.00
301589	Larson, Latham, Huettl Attorneys	Professional Fees	\$567.60
301591	Lazorenko, Florine	Housing Auth. Meetings/Travel	\$143.20
301592	Logo Magic	Award Engraving	\$896.00
301529	Luther, Lindsay	Employee Dinner - Babysitter	\$50.00
301530	Luther, Raichel	Employee Dinner - Babysitter	\$50.00
301531	Mayfield, Mark	Speaker	\$1,750.00
301596	Menards	New Hradec Trailer Repairs	\$120.21
301598	Miller, Michael	Cell Phone-Jan.	\$50.00
301599	Municipay LLC	Card Reader	\$539.00
301601	ND County Recorders Association	2025 Dues	\$500.00
301603	NDAAO	Membership - Nathan Ehliis	\$50.00
301600	NDACo	2025 Drug & Alc/Marriage Lisc. Apps	\$2,749.20
301604	NDACo Resource Group	Computer Supplies/Services	\$1,776.65
301604	NDACo Resource Group	Misc. Hardware	\$46.00
301612	North, Amy	Notary-Postage	\$10.10
301610	North Dakota League of Cities	Capitol Connections Registrations	\$660.00
301614	NW Tire	Vehicle Maintenance-Sheriff	\$2,763.52
301563	Olson, Dave	Mileage/Cell Phone - Dec. & Jan.	\$966.25
301616	One Source	Background Checks	\$88.00
301619	Prairie Winds Photography	Professional Photos	\$490.00
301620	Quality Quick Print	Misc. Promo/Training Dinner	\$1,589.00
301620	Quality Quick Print	Name Plates	\$240.00
301622	Relentless LLC	Workshop	\$699.00
301623	Roll, Kirk	Coroner Calls/Education	\$800.00
301624	Roshau, LoAnn	Phone/Travel	\$99.70
301626	Runnings Supply Inc	Sheriff Equipment	\$47.97
301627	Service Pro Express Lube	Sheriff Vehicle Maintenance	\$130.81
301627	Service Pro Express Lube	Vehicle Maintenance-Sheriff	\$104.82
301632	Statewide Services	Notary-Amy North	\$50.00
301633	Sundeen, Ross	Monthly Charges-Jan.	\$777.70
301635	T-Rex Conoco	Car Washes-Sheriff	\$978.60
301637	Twist, David	Housing Auth. Meetings/Travel	\$130.60
301638	Tyler Technologies	Service Contract	\$1,375.00
301639	UKG	Contract	\$5,117.00
301642	Verizon	Cell Phones-Jan.	\$2,429.61
301645	West Dakota Vet Clinic	K-9 Expense-Finn	\$134.55
301647	West River Business Center	Job Fair-Dessie	\$150.00
301648	Western Choice Cooperative	Fuel	\$60.61
301649	Western Choice Cooperative	Fuel-Sheriff	\$49.98

ROAD & BRIDGE (14)

301544	2K Electric LLC	County Shop Maintenance	\$3,534.20
301545	A&A Sanitation	County Shop Maintenance	\$520.00
301547	Amber Waves	Shop Supplies	\$412.50
301548	Bahley, Dean & Karla	Easement	\$3,950.00
301551	Bartlett & West	Engineering	\$23,999.57
301553	Bezdicek, Gregory	Easement	\$5,060.00
301554	Black, Ruth	Easement	\$8,020.00
301555	Boss Office Products	Office Supplies	\$55.09
301559	Butler Machinery Co	Parts	\$1,286.97
301560	Capital I Industries	Parts	\$940.24
301565	Dvorak, Bob	Easement	\$38,760.00
301566	Dvorak, Terry E. & Marci D.	Easement	\$10,780.00
301569	Fisher Sand & Gravel Co.	Road Materials	\$777.44
301570	Grimco Inc.	Signs	\$340.34
301577	Interstate Engineering	Engineering	\$375.00
301579	James & Theresa Godlevsky Trust	Easement	\$8,440.00

301580	JD's Fencing	Fencing	\$3,150.00
301590	Lawson Products Inc	Shop Supplies	\$2,994.04
301593	Lund, Mary L	Easement	\$2,840.00
301595	McKenzie Electric Cooperative	Line Move	\$199,549.07
301597	Metcalf Archaeological Consultants	Engineering	\$14,076.06
301609	North Central International, LLC	Parts	\$2,828.19
301611	North Dakota One Call	One Calls	\$58.50
301613	NSC Minerals	Road Salt	\$13,911.02
301615	NW Tire.	Parts	\$1,622.30
301617	Pomp's Tire Service Inc	Parts	\$1,480.44
301618	Power Plan	Parts	\$2,622.43
301625	Roughrider Electric Cooperative	Line Moves	\$957,862.29
301628	Sickler, Lenci T. & Jamie	Easement	\$5,360.00
301629	SLT Fencing Supplies	Fencing supplies	\$31,500.00
301630	Source One Supply Inc	Parts	\$789.72
301631	South Shore Doitbest	Fencing supplies	\$24,054.81
301634	Syn-Tech Systems	Fuelmaster	\$634.00
301640	Uline	Shop Supplies	\$290.71
301641	Val's Sanitation LLC	Portable toilet	\$100.00
301642	Verizon	Cell Phones-Jan.	\$407.86
301644	Wallwork Truck Center	Parts	\$8,285.62
301646	West Plains Inc.	Parts	\$578.50
301650	Westlie Motor Company	Parts	\$5,395.84
<u>24/7 FEES (05)</u>			
301621	Redwood Toxicology Laboratory	24/7 Fees	\$99.93
<u>VETERAN SERVICE OFFICE (24)</u>			
301561	Cenex Fleet Fueling	Fuel-Veteran's Van	\$82.62
301564	Duttenhefer, Eugene	Veteran's Van	\$242.74
301642	Verizon	Cell Phone-Jan	\$82.05
<u>COUNTY AGENT (26)</u>			
301546	ABM	Office Equipment-Feb.	\$254.53
301546	ABM	Office Equipment-Jan.	\$254.53
301546	ABM	Office Equipment-Dec.	\$254.53
301546	ABM	Office Equipment-Nov.	\$254.53
301576	Hinrich's Supervalu	Misc	\$20.93
301585	Kukla, Kirsten	Reimbursement/Cell Phone-Jan.	\$100.00
301588	Larsen, Christy	Cell Phone-Jan	\$50.00
301605	NDAWN	2025 Dues	\$500.00
301602	NDCISA	2025 Dues	\$100.00
301608	NDSU Ag Budget Office Dept 7510	Salaries-Kirsten, Christy, Deb Theurer	\$22,921.49
301606	NDSU Ag Comm> Dept 3110	Graphic Service	\$52.00
301607	NDSU Extension Dept 7260	DYS Plan Materials	\$1,100.00
<u>NDHHS Grant (43)</u>			
301643	Vision West	NDHHS Grant Oct. 24-Dec. 24	\$12,400.00
<u>HAZMAT (86)</u>			
301574	Hinrich's Supervalu	Misc.	\$52.56
301636	Total Safety U.S. Inc	Misc. Safety Supplies	\$2,982.00
<u>DEM (29)</u>			
301574	Hinrich's Supervalu	Misc.	\$16.02
301642	Verizon	Cell Phone-Jan.	\$47.04
<u>WEED (27)</u>			
301642	Verizon	Cell Phones-Jan	\$160.04
<u>BUILDINGS (41)</u>			
301552	Benz Oil Company	Fuel/Propane	\$5,896.09
301557	Braun Distributing	Janitor Supplies	\$458.12
301572	Halliday, City of	Water, Sewer, Garbage	\$62.28
301582	Killdeer, City of	Water, Sewer, Garbage	\$344.26

301594	Manning Waterworks	Water	\$233.00
301648	Western Choice Cooperative	Fuel/Misc. Supplies	\$225.36

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

Peggy Hendricks appeared before the commission to announce her retirement effective immediately. She has been with the county for 17 years. The commission wished her the best of luck and thanked her for her service.

The Road Superintendent position was discussed. Currently he has been placed on administrative leave with pay. Motion by Commissioner Heiser, seconded by Commissioner Olson to term David Lym. Upon roll call vote, Commissioners Heiser, Olson, Kleemann and Dolezal voted aye, Commissioner Pelton voted nay. Motion carried.

Motion by Commissioner Kleemann, seconded by Commissioner Olson to adjourn. All voted aye and the meeting adjourned at 10:47 a.m.

Tracey Dolezal, Madam Chair

February 20, 2025
Date

ATTEST:

Sally Whittingham, Auditor