

**OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
March 19, 2025**

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

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

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

Motion by Commissioner Heiser, seconded by Commissioner Olson to approve the March 19, 2025 agenda with the following additions: taxing on new houses, lower acreage for building houses, Behavioral Health Conference, JLG Architect contract for Public Safety Center. All voted aye, motion carried.

Carl Rohde appeared for Civil Science to give updates on their projects. 86th Ave. SW, plans are 99% complete. 100th Ave. NW has a bid opening today at 10:00 a.m., 98th Ave. SW, all field surveys have been completed.

Darin Schaeffer with Bartlett & West appeared to give updates on their projects. 14th St. SW, Schwartz will be starting this project as early as next week. 119th Ave. SW, Central Specialties has been sent the notice of award, the agreements for this contract have been reviewed and we recommend signatures from the commission. Manning project is getting closer with SW Water, they are adding some valving to the preliminary plan set.

James Kadrmass with Interstate Engineering appeared to update the commission on their projects. 27th St. SW, Schwartz Construction was awarded the bid. 109th Ave. SW, 95% plan set, will be ready for the road department in the next few weeks.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 3T Ave SW located in JR's Industrial Subdivision, the survey has been completed, considering the life-cycle they would recommend concrete for the project. Consensus of the board is to bid concrete paving and go the 3500ft. to the east. 98th Ave. SW & 4th St. SW has an anticipated May bid opening, Motion by Commissioner Heiser, seconded by Commissioner Kleemann to concrete 98th Ave. SW & 4th St. SW and get a bid out. All voted aye, motion carried. 119th Ave. SW & 22nd St. SW has a bid opening today at 10:00 a.m., 105th Ave., a bid opening has been scheduled for April 2nd. 108M Bridge is complete and the documents have been submitted to the DOT.

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

Mr. Schwartzberger asked the commission if they would consider increasing the payments on small projects to \$1000.00 per parcel. Motion by Commissioner Pelton, seconded by Commissioner Heiser to increase the payments on small projects to \$1000.00 per parcel. All voted aye, motion carried.

Sarah Duttenhefner, Emergency Manager, appeared to inform the commission the Burn Restriction was declared an emergency and the Chair signed the restriction. Motion by Commissioner Olson, seconded by Commissioner Pelton to accept the Burn Restriction as presented. All voted aye, motion carried.

The Behavioral Health Conference is coming in June to Dickinson. Vision West puts on the conference each year. Dunn County has been a premier sponsor in the past, contributing \$7500.00. Motion by Commissioner Pelton, seconded by Commissioner Olson to contribute \$7500.00 to the Behavioral Health Conference in June. Upon roll call vote, all voted aye, motion carried.

Auditor Whittingham would like permission to move \$10,000,000.00 into a Money Market plan at First International Bank. The account acts much like the DDM account the county has at Bravera Bank. You earn high interest but can remove the money anytime you need it. Motion by Commissioner Kleemann, seconded by Commissioner Olson to move money to First International in a Money Market account. Upon roll call vote, all voted aye, motion carried.

Auditor Whittingham presented two special event permits coming in May. Motion by Commissioner Heiser, seconded by Commissioner Olson to approve the Special Events Permits as presented. All voted aye, motion carried.

Auditor Whittingham presented the School Grant applications to the board. All of the school grant applications meet the requirement to receive funds. Motion by Commissioner Pelton, seconded by Commissioner Olson to approve the School Grant applications as presented. Upon roll call vote, all voted aye, motion carried.

The Housing Authority would like to ask for permission to reduce the amount of acreage an individual must buy from five acres to one or two acres. This would be much more affordable for people wanting to buy land in the county. Five acres is also a lot to maintain. Health Department acreage is 40,000 sq ft. to put in a septic. The Planning and Zoning Board would have to make an amendment to the zoning ordinance. Recommendation of a lot size would be two acres. A single-family home can be in the rural preservation zone without needing to rezone the land.

Discussion to have a tax relief for the first three years of any new builds in the county. Auditor Whittingham would like to wait and see if HB1176 passes, it is currently in appropriations. If it passes the county could get up to \$1450.00 on the primary residence parcel. We need to be careful for full tax relief as it will affect other entities as well, such as, the school, fire and ambulance.

At 10:00 a.m., per call for bids, all qualified bids were opened for 119th Ave. SW & 22nd St. SW, a Northern Plains Engineering project.

- Baranko Brothers \$415,875.92
- Central Specialties \$598,009.71
- Edward Schwartz Construction \$512,797.58
- Gladen Construction \$643,513.32
- Hlebechuk Construction \$476,930.03
- Jensen Brothers \$760,786.70
- Knife River Materials \$684,972.44
- Martin Construction \$577,697.65

Northern Plains 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 100th Avenue NW, a Civil Science project.

- Baranko Brothers \$514,479.74
- Central Specialties \$759,643.10
- Edward Schwartz Construction \$679,206.14
- Gladen Construction \$821,236.72
- Hlebechuk Construction \$619,085.79
- Jensen Brothers \$857,260.25
- Knife River \$795,592.50
- Martin Construction \$598,528.67
- Picard Excavating \$747,380.00

Civil Science will review the bids and return with a recommendation for the board

The City of Killdeer is replacing Joel Spethman with Logan Wallace on the JDA Board. This is a required position for the board.

Commissioner Olson discussed the SW Water letter of intent that was approved at the last commission meeting. SW Water would like to set up a meeting on March 26th at 10:00 a.m. to further discuss the intent of the county. Would the commission like the Water Resource Board to attend and take the lead on future meetings? General consensus is yes and have the two commissioners on the board to attend as well.

JLG Architects sent a pre-design redesign contract for the continued work on the Public Safety Center building as there have been some changes since last fall. JLG would agree to move forward at an hourly rate. The contract is a standard AIA document by architects. Motion by Commissioner Olson, seconded by Commissioner Heiser to table until the next meeting. 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:
301877	Bangert, Amannda	Housing Authority	\$317.20
301878	Barrett, Lexi	Witness Fee	\$172.00
301881	Benz Oil	Fuel-Sheriff	\$7,125.78
301883	Boss Office Products	Office Supplies	\$660.63
301886	Cardenas, Zoe	Mileage	\$287.84
ACH	Chase JP Morgan	Feb. Credit Card Charges	\$8,833.20
301889	Consolidated	Phones-Feb.	\$1,713.82
301891	Counties Providing Technology	Programming Software	\$2,233.00
301894	Dave Olson	Mileage/Cell Phone	\$836.10
301897	Embroidery Arts	Uniforms-SA	\$156.00
301898	Everspring Suites-Bismarck	Capitol Connection Rooms	\$990.00
301902	Fireside Office Solutions	Storage Cabinet-Sheriff	\$725.40
301904	Garcia, Maria	Mileage	\$96.60
301906	Hinrichs SuperValu	Water	\$17.15
301907	iHeart Media	Job Ad	\$140.00
301908	Information Systems Corp.	Service Contract	\$869.61
301909	Information Tech. Dept.	Service Contract/Tech Support	\$3,903.68
301915	Just-In Glass	Windshield	\$570.93
301917	Kissinger, Christina	Mileage/Meals	\$76.00
301918	Ky's Catering	Vision West Meal	\$672.00
301919	Legend Auto Body	Vehicle Claim	\$5,169.63
301920	Marco	Office Equipment	\$394.89
301920	Marco	Office Equipment	\$272.56
301921	Matthew Bender & Co.	Office Supplies	\$32.43
301923	McKenzie Electric	Electricity-Feb.	\$253.07
301926	ND Township Officers Assoc.	2025 Dues	\$9,600.00
301927	NDACo Resource Group (NRG)	Service Contract	\$320.00
301928	North, Amy	Mileage/Meals	\$76.00
301930	NW Tire	Sheriff Vehicle Maintenance	\$619.29
301931	Pelton, Craig	Mileage/Cell Phone	\$3,661.62
301936	Premium Data Products	Office Supplies	\$359.70
301938	Quality Quick Print	Promo-Pens	\$660.00
301941	Roshau, LoAnn	Cell Phone	\$448.22
301943	Roughrider Electric	Electric-Feb.	\$210.65
301946	Sidwell	New GIS System	\$2,775.00
301952	Tyler Billman	Meals	\$82.00
301953	Tyler Technologies	Service Contract/Tech Support	\$6,235.00
301954	Vanguard Appraisals Inc.	Service Fees	\$2,675.00
301959	Western Choice Cooperative	Sheriff Supplies	\$46.99
301958	Western Choice Cooperative	Fuel	\$72.26
301960	WEX Health	FSA Fees-Feb.	\$178.50

ROAD (14)

ACH	Chase JP Morgan	Feb. Credit Card Charges	\$841.72
301875	A&I Distributors	Gas/Fuel/Oil	\$930.55
301879	Bartlett & West	Engineering	\$71,680.75
301880	Beaver Creek Archaeology	Engineering	\$33,480.00
301882	Bobcat of Dickinson	Parts	\$1,033.96
301885	Capital I Industries	Parts	\$1,142.84
301887	Carquest Auto Parts Store	Parts	\$5,398.51
301888	Civil Science Infrastructure Inc.	Engineering	\$89,101.55
301890	Consolidated Telcom.	Telephone	\$638.98
301892	Countryside AG LLC	Fencing supplies	\$46,380.00
301893	D&E Supply Company	Parts	\$199.06
301896	DTE Inc	Parts	\$208.00
301899	Factory Motor Parts Co.	Parts	\$18.68
301900	Fair Repair & Service LLC	Parts	\$353.00

301903	Fisher Sand & Gravel Co.	Road Material Crushing	\$291,473.71
301910	Interstate Engineering	Engineering	\$22,993.13
301911	Interstate Power Systems	County Shop Maintenance	\$2,528.02
301912	J & J Operating LLC	Parts	\$238.14
301913	JD's Fencing	Fencing	\$1,519.00
301925	Menards	Supplies	\$37.06
301927	NDACO Resources Group	Office Supplies	\$384.00
301929	Northern Plains Engineering	Engineering	\$120,000.00
301933	Power Plan	Parts	\$24,655.30
301934	Prairie Auto Parts.	Parts	\$73.04
301937	Pump Systems	Parts	\$370.41
301939	RDO Equipment Co	Equipment	\$48,000.00
301944	Sanford Health Occ Medicine	DOT Exam	\$300.00
301947	SLT Fencing Supplies	Fencing supplies	\$24,225.00
301948	Source One Supply Inc	Tools	\$1,728.01
301956	West Plains Inc.	Parts	\$76.45
301957	Western Choice Cooperative	Supplies	\$1,957.85
<u>COUNTY PARK (21)</u>			
301922	McKenzie Electric	Electricity-Lake Ilo-Feb.	\$38.00
301923	McKenzie Electric	Electricity-Little Mo.-Feb.	\$43.45
<u>24/7 FEES (05)</u>			
301932	PharmChem Inc.	24/7 Fees	\$223.65
301940	Redwood Toxicology Lab	24/7 Fees	\$99.93
<u>VETERAN SERVICE OFFICE (24)</u>			
301889	Consolidated	Phones-Feb.	\$23.99
301920	Marco	Office Equipment	\$19.69
301920	Marco	Office Equipment	\$14.45
<u>COUNTY AGENT (26)</u>			
ACH	Chase JP Morgan	Feb. Credit Card Charges	\$455.03
301889	Consolidated	Phones-Feb.	\$128.63
<u>SWMCCC (19)</u>			
301951	SWMCCC	Boarding/Transport Prisoners	\$34,375.00
<u>DEM (29)</u>			
ACH	Chase JP Morgan	Feb. Credit Card Charges	\$489.35
<u>WEED (27)</u>			
301876	AgTerra Technologies Inc.	2025 Membership	\$500.00
301901	Ferebee, Cliff	Weed Board Meeting/Mileage	\$170.50
301945	Sickler, Klint	Weed Board Meeting/Mileage	\$174.00
301950	Stein, Russell	Weed Board Meeting/Mileage	\$153.00
<u>BUILDINGS (41)</u>			
301881	Benz Oil	Propane	\$813.71
301884	Braun Distributing	Janitor Supplies	\$941.39
301895	Don's Filters & Furnaces	Filters	\$1,854.60
ACH	Chase JP Morgan	Feb. Credit Card Charges	\$942.22
301905	Halliday, City of	Water/Sewer/Garbage-Feb.	\$58.29
301914	Johnson Controls	Service Contract	\$3,956.88
301916	Killdeer, City of	Water/Sewer/Garbage-Jan/Feb	\$737.75
301923	McKenzie Electric	Electricity-Feb.	\$1,006.48
301924	MDU	Utilities-Feb.	\$4,480.00
301925	Menards	Maintenance	\$31.48
301943	Roughrider Electric	Electric-Feb.	\$4,827.04
301942	Roughrider Electric	Electric-Feb.	\$1,081.00
301949	Steffan Saw & Bike	Maintenance	\$206.91
301955	Warren Drapery Co.	Maintenance	\$1,224.00
301958	Western Choice Cooperative	Supplies/Maintenance	\$78.65

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

Sandy Rohde, Planning & Zoning and Allo Towers appeared to discuss the letter of intent for a radio tower on the site of the Public Safety Center in Manning. The technology is new and it would greatly benefit the county. The letter is to try to get an understanding if the county would like to move forward with the implementation and placement of the tower. There would be a onetime easement fee of \$3500.00 payable to the county. The tower owner would be responsible for the upkeep of the tower and easement. Motion to approve the lease on purchase of the land for the Public Safety Center by Commissioner Heiser, seconded by Commissioner Pelton. Upon roll call vote, all voted aye, motion carried.

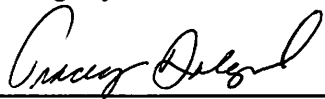
Loretta Marshik with SEH appeared to introduce herself and her company to the county. SEH is an engineering firm that has main offices in Minneapolis and Bismarck, Ms. Marshik works out of Dickinson. She would like to offer services to the county for any upcoming projects they may need help with.

Northern Plains brought the bid tabulations for 119th Ave. SW & 22nd St. SW. Baranko Brothers was the low bid at \$415, 875.92, all paperwork is in order, they would recommend awarding the project to Baranko Brothers. Motion by Commissioner Kleemann, seconded by Commissioner Pelton to award 119th Ave. SW & 22nd St. SW project to Baranko Brothers for \$415,875.92. Upon roll call vote, all voted aye, motion carried.

Diane Allmendinger has put in her resignation as Weed Control Officer. Diane has been with the county for just under 26 years. Her resignation will be effective as of June 1, 2025. At the Weed Board Meeting last week, they were talking about needing more shop room, certain sprays should not be close to where the people sit and work all day.

Civil Science brought the bid tabulations for 100th Ave. SW. Baranko Brothers was the lowest bid at \$514,479.74, all paperwork is in order, they would recommend awarding the project to Baranko Brothers. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to award the 100th Ave. SW project to Baranko Brothers at \$514,479.74. Upon roll call vote, all voted aye, motion carried.

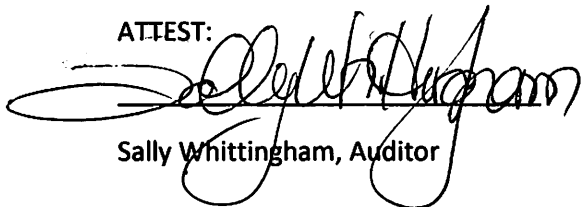
Motion by Commissioner Kleemann, seconded by Commissioner Olson to adjourn. All voted aye and the meeting adjourned at 10:44 a.m.



Tracey Dolezal, Madam Chair

April 2, 2025
Date

ATTEST:



Sally Whittingham, Auditor