

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

Members Present: Commissioners Dolezal, Pelton, Heiser, Kleemann and Olson
Others Present: Sally Whittingham, Terry Schwartzenberger, Riley Rohde, James Kadrmas, Gary Kuhn, Christina Kissinger, Dessie Calihou, LoAnn Roshau, Willard Tormaschy, Julie Karey, Adeline Ingold

Motion by Commissioner Pelton, seconded by Commissioner Olson, to approve the February 20, 2025 minutes with correction to wording on easement payments. All voted aye, motion carried.

Motion by Commissioner Heiser, seconded by Commissioner Olson to approve the March 5, 2025 agenda with the following additions: Housing Authority application, Gravel Agreement, Tax Director/Vanguard module. All voted aye, motion carried.

Carl Rohde appeared via Teams for Civil Science to give updates on their projects. 86th Ave. SW, received SHPO recommendation which is requesting additional testing. 92nd Ave. SW & 100th Ave. NW, plans are 99% completed and 404 permits are secured. 20th St. SW, 86th Ave. & 9th St. SW, 98th Ave. SW, all field surveys have been completed.

Darin Schaeffer with Bartlett & West appeared via teams to give updates on their projects. 119th Ave. SW, Notice of award has been sent to Central Specialties. 99th Ave. SW, 404 permit application and mitigation plan was formally submitted.

James Kadrmas with Interstate Engineering appeared to update the commission on their projects. 27th St. SW was bid and awarded to Schwartz Construction. 82nd Ave. SW, South Segment, the Corps have finished their review and issued the 404 permit. 82nd Ave. SW, North Segment, will submit to the Corps this week.

Riley Rohde with Northern Plains Engineering appeared to give updates on their projects. 3T Ave. SW located in JR's Industrial Subdivision, commission asked to get an estimated construction cost. That should be presented at the March 19th commission meeting. 98th Ave. SW & 4th St. SW may have an April bid opening date dependent upon the status of the 3T Ave SW outcome. 119th Ave. SW & 22nd St. SW has a scheduled bid opening at the March 19th meeting. 105th Ave. project has a bid opening scheduled on April 2nd.

Terry Schwartzenberger, Interim Road Superintendent, discussed a Joint Powers Purchase Agreement between Dunn County and McKenzie County. This is for the purchase of a 2022 Etyne Trailer Mounted Asphalt Maintenance Distributor from McKenzie County. Motion by Commissioner Heiser, seconded by Commissioner Pelton to accept the Joint Powers Agreement between Dunn and McKenzie County. All voted aye, motion carried.

Two utility permits were presented for approval. McKenzie Electric has a 3-phase underground power line and Oneok has a 10" gas pipeline. Motion to accept the Utility Permits as presented by Commissioner Pelton, seconded by Commissioner Kleemann. All voted aye, motion carried.

There have been some changes to the Housing Authority Board. The board would like to add Matt Oase to the Dunn County Housing Authority Board. Motion by Commissioner Olson, seconded by Commissioner Kleemann to add Matt Oase to the Housing Authority Board. All voted aye, motion carried. Reminder of the March 10th public input meeting for the Housing Authority.

Discussion on gravel agreement. Commissioner Heiser would like to combined our current agreement and another county. He has spoken with attorney Sundeen and gotten one draft approved. Consensus is to move forward with the new agreement.

Tax Director, Holly Hutchison, appeared and discussed the progress of the office with the new employee and several meetings with vendors. Vanguard came yesterday for the yearly meeting with the office. Holly would like to ask for a new module that will help with exempt property. The cost has increased by \$450.00. She would like permission from the commission to go ahead with this module. Motion by Commissioner Heiser, seconded by Commissioner Pelton to allow the module and the increase. Upon roll call vote, all voted aye, motion carried.

Pat Kuylen with South Heart Fire appeared to ask the commission for help with a new water truck for the fire department. They have used funds to put a down payment but they need help to purchase the remainder of the truck. Motion Commissioner Pelton, seconded by Commissioner Kleemann to give the South Heart Fire Department \$40,000.00 out of the Federal Mineral fund to purchase the new fire truck. Upon roll call vote, all voted aye, motion carried.

Home on the Range appeared to update the commission on the Badlands Learning Center. The school helps kids up to their 18th birthday. Badlands Learning Center has done very well. This helps the kids stay in school and keep on track. They purchased laptops, software, headphones, and have hired an Occupation Therapist. 77 students have been helped and earned school credits. Home on the Range is asking for help to construct a new wing of the school. They are asking for \$50,000.00 in funding. Motion by Commissioner Kleemann, seconded by Commissioner Pelton to donate \$150,000.00 out of the Federal Mineral fund. Upon roll call vote, all voted aye, motion carried.

Kurt Walter, with Allow Towers, appeared via Teams to ask the commission if they would be opposed to putting a radio tower in Manning on Dunn County Property. It would be a 200ft monopole. They would like to inquire about a minimal lease price. This is a preliminary ask; they are looking at building the tower in the fall. The commission suggested by the new Public Safety Center. Allow Towers will get some paperwork together and work with Planning & Zoning. They will bring to the commission for final approval.

Ryan Hauck, West Dunn Fire Chief and Sarah Duttenhefner, Emergency Manager appeared before the commission to discuss a Western ND Fire Restrictions Coordinating Group. The group would include Billings, Bowman, Dunn, Golden Valley, McKenzie, Slope and Stark Counties. They would like one commissioner, law enforcement and fire department representative from each county to be involved. This group would be more uniformed to help enforce codes and restrictions and fight fires. Depending on the season a weekly or monthly meeting would be held. It's more communication for all of Western North Dakota. Motion by Commissioner Olson to appoint Craig Pelton, Ryan Hauck, and Gary Kuhn, seconded by Commissioner Heiser. All voted aye, motion carried.

Carie Boster with JDA appeared to discuss the Young Farmers Grant program. There were 96 applicants this year. The current funding is slated for 70 applicants. The JDA is asking if the board of county commissioners would be willing to cover the additional 26 applicants. The extra funding needed would \$130,000.00. Motion to provide the additional funding by Commissioner Heiser, seconded by Commissioner Olson. Upon roll call vote, all voted aye, motion carried.

Commissioner Olson gave an update on the Killdeer Trap Club. The City of Killdeer bought all of the equipment they needed to proceed with their club. Commissioner Olson spoke with the City of Killdeer and suggested working together in the future on this project.

Auditor Whittingham asked the commission if they would like to proceed with the School Bond Debt Grant for 2025. There was money put in the budget for the program. It helps buy down school bonds or certificate of indebtedness through the Federal Mineral money, which helps the taxpayers. Motion by Commissioner Pelton to give \$8,000,000.00 to the School Bond Debt Grant out of the Federal Mineral fund, seconded by Commissioner Kleemann. Upon roll call vote, all voted aye, motion carried.

Auditor Whittingham presented a Quit Claim deed for the county owned killdeer property (old social service building on Central Ave.) to the City of Killdeer. Motion by Commissioner Dolezal, seconded by Commissioner Olson to approve once the State's Attorney has reviewed and approved. All voted aye, motion carried.

Commissioner Olson spoke with SW Water in regards to water in Dunn County and getting that process moving more quickly. SW Water would request a letter stating our interest and the fact that we would put money into the cost of the feasibility study. This is not locking us in to any dollar amounts at this time, just getting the county headed into the right direction to consider financial participation and get the dollar amount on the study. Motion by Commissioner Olson, seconded by Commissioner Heiser to sign the letter and get it submitted to the SW Water Authority to consider the feasibility study in Dunn County. All voted aye, motion carried.

JLG Architects submitted a proposal for Highlands Engineering to do a topographical survey on the Public Safety Center site. The total bill would be \$3400.00 and taken out of the building budget. Motion by Commissioner Olson, seconded by Commissioner Pelton to approve the proposal and take the \$3400.00 out of the building budget. Upon roll call vote, all voted aye, motion carried.

by Commissioner Olson, seconded by Commissioner Pelton to approve the proposal and take the \$3400.00 out of the building budget. Upon roll call vote, all voted aye, motion carried.

Auditor Whittingham gave the February financial report

Commissioner Heiser would like to take a look at upgrading the roads in our subdivisions. We could use asphalt. The road portfolios will take a look at this and get back with the board.

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

<u>GENERAL FUND (10)</u>			
WARRANT #:	TO:	FOR:	AMOUNT:
301772	Advanced Business Methods	Office Equipment March 2025	\$1,131.38
301772	Advanced Business Methods	Office Equipment-State's Att. Mar 25	\$36.52
301773	Advanced Graphix Inc.	Sheriff Vehicle Graphics	\$328.25
301777	Bangert, Amanda	Housing Auth. Mtngs/Mileage	\$475.80
301780	Benz Oil	Fuel-Sheriff	\$2,034.00
301786	Brost, Mike	Mileage/Meals	\$269.00
301788	Calihou, Dessie	Mileage/Meals	\$168.00
301789	Cenex Fleet Fueling	Fuel	\$4,325.11
301791	Column Software	Publishing	\$273.60
301795	Dell Marketing L.P.	Computer Parts	\$319.42
301796	Dolezal, Tracey	Mileage	\$355.60
301799	Embroidery Arts	Promo/Uniforms	\$179.00
301801	Farmers Union Insurance	Premium-2025 Explorer	\$946.00
301803	Governmentjobs.com, Inc.	1 year Subscription	\$1,207.13
301804	Grabowska, Kelly	Wrist Wrap for Work	\$32.92
301805	Guenther, Lisa	Travel/Meals	\$211.80
301806	Heiser, Allen	Mileage-Jan/Feb	\$651.00
301767	Hinrichs SuperValu (Sheriff)	Water	\$24.50
301809	Hutchison, Holly	NDAAO Conf. Meals	\$30.00
301811	Isaak, Beth	Training (Meals)	\$170.40
301813	Just-In Glass	Windshield-Sheriff	\$473.98
301814	Kissinger, Christina	Feb. Mileage/Meals	\$200.00
301815	Kompleks Assess. Solutions	Pynt 3 of 4-Industrial Assess. Services	\$7,600.00
301817	Larsen, Lance	Housing Auth. Mtngs/Mileage	\$410.28
301819	Larson, Lathem, Huettl Att.	Professional Fees	\$946.00
301820	Mac's - Dickinson	Vehicle Parts-Sheriff	\$1.47
301821	Matthew Bender & Co. Inc.	Office Supplies	\$90.53
301823	Miller, Michael	Feb. Cell Phone	\$50.00
301824	ND State's Attorney's Assoc.	2025 Assoc. Dues - Christina & Ross	\$600.00
301825	NDACO Resources Group	Service Contract/Computer	\$2,512.00
301828	NW Tire	Vehicle Maintenance	\$172.10
301835	Pump Systems	Power Washer Repair	\$150.00
301836	Quadient	Lease Dec. 24-Jun. 25	\$598.26
301837	Quality Quick Print	Community Service Award	\$205.00
301840	Rintamaki, Tyler	Training (Meals)	\$108.00
301842	Roll, Kirk	Coroner Calls	\$400.00
301843	Roshau, LoAnn	Mileage/Meals	\$150.20
301844	Runnings Supply Inc	Vehicle Maintenance-Sheriff	\$55.92
301846	Service Pro	Vehicle Maintenance	\$221.58
301850	Stryker Sales LLC	Misc. Equipment	\$5,526.87
301851	Sundeen, Ross	Feb. Charges	\$812.70
301852	T-Rex Conoco	Vehicle Repairs Unit #6	\$1,581.43
301854	Tyler Technologies	Taxwise Conversion/Training	\$10,637.50
301856	Verizon	Feb. Cell Phones	\$2,429.87
301769	Western Choice (Main)	Fuel/Misc.	\$1,148.90
301770	Western Choice (Sheriff)	Sheriff Supplies/Vehicles	\$30.54
<u>ROAD (14)</u>			
301775	American Engineering Testing	98th Ave and 4th St	\$18,147.80

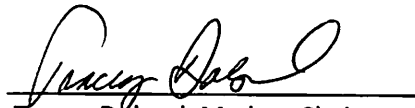
301782	Boespflug Trailers	Machinery & Equip Parts	\$1,378.27
301783	Bosch Lumber Co	County Shop Maintenance	\$18.16
301784	Boss Office Products	Office Supplies	\$90.83
301787	Butler Machinery Co	Machinery & Equip Parts	\$957.84
301792	Dakota Prairie Steel & Powder	Shop Supplies	\$91.00
301793	Dakotaland Autoglass	Machinery & Equip Parts	\$329.60
301797	Don's Filter & Furnaces	County Shop Maintenance	\$304.08
301798	DTE Inc	Machinery & Equip Parts	\$1,702.00
301800	Entzel, Elvis	Fencing Materials	\$6,000.00
301802	Fast Initial Response Systems	Safety Supplies	\$1,180.66
301807	Hose & Rubber Supply	Machinery & Equip Parts	\$176.18
301808	Hotsy Equipment Company	Machinery & Equip Parts	\$1,577.22
301810	IBS Inc	Shop Supplies	\$161.80
301826	North Central Int., LLC	Machinery & Equip Parts	\$520.11
301827	Northern Plains Engineering	Engineering & Surveying Services	\$90,000.00
301828	NW Tire	Machinery & Equip Parts	\$626.88
301829	O'day Equipment LLC	Gas/Fuel/Oil	\$357.35
301831	Olson, Corrine	100th Ave 1st NW to 2nd St NW & .5W	\$2,960.00
301834	Pomp's Tire Service Inc	Machinery & Equip Parts	\$8,253.13
301837	Quality Quick Print	Office Supplies	\$61.00
301844	Running Supply Inc.	Shop Supplies	\$240.19
301848	Sign Solutions USA	Signs	\$103.77
301853	Thompson, Adeline	100th Ave 1st NW to 2nd St NW & .5W	\$2,900.00
301856	Verizon	Feb. Cell Phones	\$406.19
301855	Verizon Connect	Machinery & Equip Parts	\$449.29
301857	Wallwork Truck Center	Machinery & Equip Parts	\$5,369.97
301858	Westlie Motor Company	Machinery & Equip Parts	\$3,525.01
<u>COUNTY PARK (21)</u>			
301785	Brew, Robert	Park Board Meeting 2/11	\$144.60
301812	Jeske, James	Park Board Meeting 2/11	\$142.50
301832	Pavlicek, Zach	Park Board Meeting 2/11	\$147.40
301845	Schaller, Bill	Park Board Meeting 2/11	\$125.00
<u>24/7 FEES (05)</u>			
301830	Office of Attorney General	24/7 Fees-Feb.	\$1,820.00
301838	Redwood Toxicology Lab	Lab Analysis	\$99.93
<u>VETERAN SERVICE OFFICE (24)</u>			
301856	Verizon	Feb. Cell Phone	\$82.05
<u>COUNTY AGENT (26)</u>			
301772	Advanced Business Methods	Office Equipment March 2025	\$254.53
301789	Cenex Fleet Fueling	Fuel	\$249.99
301768	Hinrichs SuperValu	Programming Supplies	\$256.44
301816	Kukla, Kirsten	Cell Phone-Feb.	\$50.00
301818	Larsen, Christy	Cell Phone-Feb.	\$50.00
<u>SWMCCC (19)</u>			
301839	Richland County Jail	Boarding of Prisoner	\$255.00
<u>HAZMAT (86)</u>			
301774	Alex Air Apparatus 2, LLC	Drager FPS 7000	\$13,904.58
301833	Penguin Management Inc	eDispatches Service 03/25-02/26	\$2,172.00
301841	Rohde, Sandra	CPR-Halliday Ambulance	\$65.00
<u>DEM (29)</u>			
301856	Verizon	Feb. Cell Phones	\$47.04
<u>WEED (27)</u>			
301789	Cenex Fleet Fueling	Fuel	\$64.52
301856	Verizon	Feb. Cell Phones	\$160.04
<u>BUILDINGS (41)</u>			
301780	Benz Oil	Propane-Sheriff Garage	\$2,366.80
301790	Clean Sweep	Vacuum	\$1,229.99
301822	MGM Rural Sanitation	Garbage-Feb. 25	\$603.67
301847	Sherwin Williams	Paint	\$41.95

CAPTIPAL PROJECTS (40)

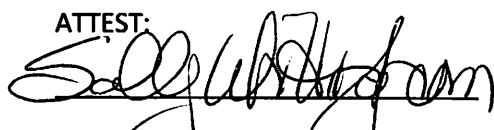
301776	AVI Systems Inc.	Killdeer Aux. Shop-Camera System	\$13,088.40
301794	Daniels Long Chevrolet	(2) 2025 Chevy Tahoe's-Sheriff	\$111,124.00
301849	Stivers Ford Lincoln	2024 Ford F-150 Police Responder	\$50,616.00
301849	Stivers Ford Lincoln	2025 Ford Police Interceptor	\$50,419.00

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

Motion by Commissioner Kleemann, seconded by Commissioner Heiser to adjourn. All voted aye and the meeting adjourned at 11:27 a.m.


Tracey Dolezal, Madam Chair

March 19, 2025
Date

ATTEST:

Sally Whittingham, Auditor