

**OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
April 2, 2025**

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

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

Motion by Commissioner Pelton, seconded by Commissioner Kleemann, to approve the March 19, 2025 minutes as presented. All voted aye, motion carried.

Motion by Commissioner Heiser, seconded by Commissioner Pelton to approve the April 2, 2025 agenda with the following additions: Assistant State's Attorney position. All voted aye, motion carried.

Carl Rohde appeared for Civil Science to give updates on their projects. 100th Ave. NW project was awarded to Baranko Brothers, a preconstruction meeting was held on April 1st. 12th St. SW plans are 90% complete and they are working on the 404 Permit.

Darin Schaeffer with Bartlett & West appeared to give updates on their projects. 14th St. SW project is being held up by road restrictions. 119th Ave. SW, this project will be started later in the season. Manning, received a formal response from SW Water, the agreement is still under review but it is moving forward. 3rd St. NW and 7th St. SW, continuing with the formal designs.

James Kadrmas with Interstate Engineering appeared to update the commission on their projects. 82nd Ave. SW, South Segment, the Corps has issued the 404 permit. 82nd Ave. SW, North Segment, preliminary plans are ready for review by the Road Department.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. There is a bid opening today at 10:00 am. 3T Ave SW has an anticipated bid opening for May 21st. 97th Ave has an anticipated June bid opening. The survey and design are complete.

Interim Road Superintendent Schwarzenberger presented utility permits. Garret Lind has an electrical crossing on 3rd Street. Motion by Commissioner Olson, seconded by Commissioner Kleemann to accept the utility permit as presented. All Vote aye, motion carried.

Interim Road Superintendent would like approval to put a 45 mph sign on 111th. Motion by Commissioner Heiser, seconded by Commissioner Pelton to post the 45-mph sign. All voted aye, motion carried.

Auditor Whittingham presented a quote for a desk in the front office of the Killdeer Shop. Currently there is no desk and the admin work from a counter top. The quote for the furniture is \$4812.75. Motion by Commissioner Heiser, seconded by Commissioner Kleemann to purchase the desk for the road admin. Upon roll call vote, all voted aye, motion carried.

Auditor Whittingham presented two annual gaming site applications for approval. Motion by Commissioner Pelton, seconded by Commissioner Olson to approve as presented. All voted aye, motion carried.

Auditor Whittingham presented the March financials.

The county budgeted \$500,000.00 for Killdeer Area Ambulance. Asking for approval to put the budgeted amount on the list of bills. Motion by Commissioner Pelton, seconded by Commissioner Olson to pay to budgeted amount of \$500,000 to the Killdeer Area Ambulance. Upon roll call vote, all voted aye, motion carried.

Dunn County cleanup week was presented by Sara Lawrey, LoAnn Roshau and Lisa Guenther. They would request approval to move forward with the program this year. This will be a concerted effort with the cities and communities of Dunn County. This year they are asking to get volunteers t-shirts, they will also need other supplies. Generally, there is a potluck on the first day, water was donated by Western Choice and, can the county provide the meat for the potluck and the volunteers will bring the rest. The total cost for the cleanup week would be \$2000.00. They presented Adopt a Planter as well, the cost for that program is \$1000.00 for the plants and supplies. Motion by Commissioner Heiser, seconded by

Commissioner Kleemann to approve the expenses for the cleanup week and adopt a planter. All voted aye, motion carried.

At 10:00 a.m., per call for bids, all qualified bids were opened for 105th Ave., a Northern Plains Engineering project.

- Baranko Brothers \$1,757,313.70
- Central Specialties \$2,181,877.59
- Edward H. Schwartz \$2,228,814.10
- Gratech Company \$2,125,107.67
- Hlebechuk Construction \$1,859,047.95
- Jensen Brothers \$1,911,533.35
- Martin Construction \$2,212,995.06

Northern Plains Engineering will review the bids and return with a recommendation for the board

HR Director, Dessie Calihou, appeared to discuss a proposal to add an additional employee to the HR Department. A summary of the job description and costs were presented. This would help with long term planning, development of employees, response times, compliance training and employee engagement. She would like approval to move forward with this individual, she would need to amend her budget at the end of the year. Motion to table until the next meeting by Commissioner Pelton, seconded by Commissioner Kleemann. All voted aye, motion carried.

The JLG Contract is an amendment to the re-design after the county moved the site location of the new building. The signing of this would be to get paid for the work that has already been completed by JLG. Any future invoices would be an additional amendment. Motion by Commissioner Heiser, seconded by Commissioner Pelton to approve to pay JLG for the work they have completed once the building committee has approved them. All voted aye, motion carried.

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

GENERAL FUND (10)

WARRANT #:	TO:	FOR:	AMOUNT:
301980	Advanced Business Methods	Office Equipment-April	\$36.52
301980	Advanced Business Methods	Office Equipment-April	\$1,131.38
301981	Al & Jennifer Chacano	Abatement	\$127.86
301982	Benz Oil	Fuel	\$4,122.99
301983	Boss Office Products	Office Supplies	\$274.75
301986	Cenex Fleet Fueling	Fuel	\$3,897.74
301989	Dell Marketing	Computer Parts	\$319.42
301998	Garcia, Maria	Cell Phone	\$200.00
302000	Guardian Fleet	Sheriff Equipment	\$584.81
302002	Heiser, Allen	Cell Phone/Mileage	\$389.50
302006	Just-In Glass	Sheriff Windshield	\$570.93
302008	Kissinger, Christina	Mileage/Meals	\$191.50
302010	Kustom Signals Inc.	Sheriff Equipment	\$2,530.00
302017	Miller, Mike	Cell Phone	\$50.00
302018	Motor Vehicle Division	Vehicle Registration/Plates	\$36.00
302020	NDACo Resource Group	Misc. Hardware	\$223.51
302021	NDPOA	Professional Fees	\$880.00
302024	NW Tire	Vehicle Maintenance	\$2,346.12
302028	Prairie Auto Parts	Sheriff Vehicle Parts	\$358.86
302031	Red Rock Ford	Vehicle Maintenance	\$368.33
302032	Relentless LLC	Workshop	\$699.00
302034	Runnings	Sheriff Supplies	\$32.94
302036	Service Pro	Vehicle Maintenance	\$104.82
302037	Shred ND	Shredding	\$195.65
302039	Sidwell	New GIS System	\$1,998.00
302041	Slope Area Rifle & Pistol Club	Range Usage Fee	\$1,500.00
302044	Sundeen, Ross	Monthly Charges-Mar.	\$777.70

302045	Twist, David	Housing Auth. Mtgs/Mileage	\$653.00
302046	Tyler Technologies	Programming Software	\$120.00
302047	Verizon	Cell Phones	\$2,422.58
302048	Village Family Service Center	EAP Yearly Contract 2025	\$3,000.00
<u>ROAD (14)</u>			
301979	2K Electric LLC	County Shop Maintenance	\$488.86
301983	Boss Office Products	Office Supplies	\$90.90
301984	Carlson T5 LLLP	Road Easement	\$15,430.00
301987	Colonial Research Chem. Corp.	Shop Supplies	\$394.34
301988	Dakota Power Hydraulics, LLC	Machinery & Equip. Parts	\$1,442.43
301990	Diede, Clint & Heather	Road Materials	\$159,571.75
301992	Ducks Unlimited Inc	Wetland Mitigation	\$60,350.00
301996	Factory Motor Parts Co.	Machinery & Equip. Parts	\$539.17
301999	Grimco Inc.	Signs	\$1,210.46
302003	Hose & Rubber Supply	Machinery & Equip. Parts	\$381.98
302004	Interstate Engineering	Engineering	\$28,077.50
302012	Lawson Products Inc	Shop Supplies	\$1,885.87
302013	Locators & Supplies	Safety Supplies	\$789.18
302015	Menards	Shop Supplies	\$43.45
302019	ND Dept Of Transportation	Little Mo Slide	\$7,264.60
302022	Northern Plains Engineering	Engineering	\$57,630.26
302023	Northwest Truck & Trailer	Equipment	\$5,000.00
302027	Pomp's Tire Service Inc	Machinery & Equip. Parts	\$5,939.17
302028	Prairie Auto Parts	Machinery & Equip. Parts	\$14.37
302029	Prairie Implement	Machinery & Equip. Parts	\$124.22
302033	Rocky Butte Fencing	Fencing	\$8,791.50
302040	Sign Solutions USA	Signs	\$374.48
302042	SLT Fencing Supplies	Fencing	\$10,625.00
302047	Verizon	Cell Phones	\$406.19
302049	Wallwork Truck Center	Machinery & Equip. Parts	\$5,714.00
302050	Wallwork Truck Center	Equipment	\$10,000.00
302051	Western Ecosystems Tech Inc	Engineering	\$3,395.00
302052	Westlie Motor Company	Machinery & Equip. Parts	\$1,247.42
<u>COUNTY PARKS (21)</u>			
301984	Brew, Robert	Park Board Meeting	\$144.60
301993	Dukart, Daryl	Park Board Meeting	\$148.80
302005	Jeske, Jim	Park Board Meeting	\$125.00
302026	Pavlicek, Zach	Park Board Meeting	\$147.40
302035	Schaller, Bill	Park Board Meeting	\$125.00
<u>VETERAN SERVICE OFFICE (24)</u>			
301994	Duttenhefer, Eugene	Veteran's Van Driver	\$368.53
302047	Verizon	Cell Phones	\$82.05
<u>COUNTY AGENT (26)</u>			
301980	Advanced Business Methods	Office Equipment-April	\$254.53
301986	Cenex Fleet Fueling	Fuel	\$83.83
301995	Embroidery Arts	Logo on Aprons	\$60.00
302009	Kukla, Kirsten	Cell Phone	\$50.00
302011	Larsen, Christy	Cell Phone	\$50.00
<u>DEM (29)</u>			
302047	Verizon	Cell Phones	\$47.04
<u>24/7 FEES (05)</u>			
302025	Office of Attorney General	24/7 Fees	\$2,130.00
<u>WEED (27)</u>			
301986	Cenex Fleet Fueling	Fuel	\$83.88
301997	Ferebee, Cliff	Weed Board	\$170.50
302030	Pump Systems	Motor Vehicle Parts	\$879.78
302038	Sickler, Klint	Weed Board	\$167.00
302043	Stein, Russ	Weed Board	\$153.00
302047	Verizon	Cell Phones	\$160.04

CAPITOL PROJECTS (40)

302007	Killdeer Area Ambulance	Annual Donation	\$500,000.00
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BUILDINGS (41)

301991	Don's Filters	Filters	\$612.12
302201	Halliday, City of	Water/Sewer/Garbage	\$53.35
302014	Manning Waterworks	Water	\$211.00
302016	MGM Rural Sanitation	Garbage	\$602.08

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

The City of Killdeer CVB appeared before the board to ask about a sponsorship for Dale Kling's Bucking Horse Sale. The sale is normally in Grassy Butte, the city approached him about moving the sale to Killdeer. The sale brings buyers, athletes and spectators. The City of Killdeer has committed to three years at \$50,000.00 per year. They are asking if the commission would donate and be a sponsor as well. Motion by Commissioner Olson, seconded by Commissioner Heiser to table until the next meeting. All voted aye, motion carried.

Matt Oase, City of Killdeer, appeared to discuss JPA agreement for a VAC trailer, between the city and county. The Killdeer City Board has approved the agreement. Motion by Commissioner Olson, seconded by Commissioner Pelton to approve the JPA for the VAC trailer. All voted aye, motion carried.

The City of Killdeer presented a building and site to the county for a new Archery Range/Shooting Complex in Killdeer. This would be a good place for all residents of Dunn County. It would house youth and adult activities. The standing offer of the building is 1.3 million, the city is suggesting a 50/50 split between the county and city. The land adjacent to the building is also for sale they would like to purchase it as well for future expansion. Motion by Commissioner Olson, seconded by Commissioner Pelton to do a 50/50 agreement for the Conoco Phillips building and the land adjacent up to \$900,000 for the project. Upon roll call vote, all voted aye, motion carried.

The City of Killdeer is suggesting a side walk or walking path from the high school to the rodeo grounds. They are asking if the county would be interested in a split cost project. Possibly look at grants and see if anything is available. The general consensus of the board it to work with the city and do a cost share project.

Northern Plains came back with the bid tabulations, Baranko Brothers was the low bid at \$1,757,313.70. They would recommend awarding the bid to Baranko Brothers. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to award Baranko Brothers the 105th Ave. project for \$1,757,313.70. Upon roll call vote, all aye, motion carried.

The restructure of the road department was presented. The restructure would change some of the foreman positions, the idea is to bring road department together for better county service. All of the shops would share resources and employees in all areas. This would help equal the work load throughout the county. No employee will lose their job, there will still be a lead position in Halliday and Manning areas. Mr. Ferebee voiced concerns about the representation in the smaller areas of the county. Concerns from others that this is happening to quickly, should we wait until the new super is hired? The idea is to have this in place and the new super would help interview for these newly restructured positions. Motion by Commissioner Pelton, seconded by Commissioner Heiser to restructure the road department. Upon roll call vote, Commissioners Heiser, Olson and Pelton voted aye, Commissioners Kleemann and Dolezal voted nay. Motion carried,

Commissioners Heiser and Pelton would like to appoint Mike Karey as the Interim Assistant Road Super to help Terry until the restructure is complete. Upon roll call vote, all voted aye, motion carried.

States Attorney, Christina Kissinger, appeared before the commission to discuss a Prosecutorial Services agreement between Pat Merriman with Crane & Merriman. This would fill the position of the Assistant State's Attorney until the end of 2025. It would be a contracted position of \$6000.00 per month. Motion by Commissioner Kleemann, seconded by Commissioner Pelton to enter into a contract with Pat Merriman for \$6000.00 per month. Upon roll call vote, all voted aye, motion carried.

HR would like to address the pay for the Interim Assistant Road Superintendent. It would be a salary position of \$42.47 per hour. Commissioner Kleemann would like this effective immediately. Upon roll call vote, all voted aye.

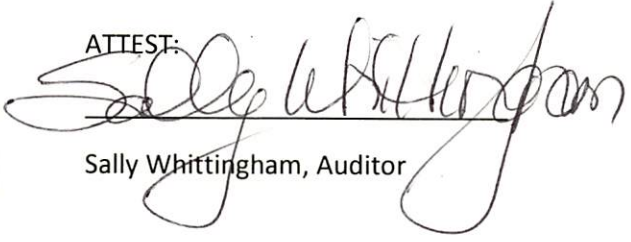
Motion by Commissioner Olson, seconded by Commissioner Kleemann to adjourn. All voted aye and the meeting adjourned at 11:47 a.m.



Tracey Dolezal, Madam Chair

April 16, 2025
Date

ATTEST:



Sally Whittingham, Auditor