

**OFFICIAL PROCEEDINGS  
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS  
May 7, 2025**

**Members Present:** Commissioners Dolezal, Pelton, Heiser, Kleemann and Olson  
**Others Present:** Janet Lorenz, Terry Schwartzenberger, Jeremy Wood, James Kadrmas, Carl Rohde, Darin Schaeffer, Gary Kuhn, Dessie Calihou, LoAnn Roshau, Bob & Adeline Ingold, Julie Karey, Willard Tormaschy, Christina Kissinger

Motion by Commissioner Pelton, seconded by Commissioner Olson, to approve the April 16, 2025 minutes as presented. All voted aye, motion carried.

Motion by Commissioner Kleemann, seconded by Commissioner Olson, to approve the May 7, 2025 agenda with the following additions: Summons; Communication with Dept Heads; Retired Road Employee. All voted aye, motion carried.

Carl Rohde appeared for Civil Science to give updates on their projects. Motion by Commissioner Pelton, seconded by Commissioner Heiser to pay Baranko Brothers \$214,814.06 for pay estimate #2 on 100<sup>th</sup> Ave. NW. Upon roll call vote all voted aye, motion carried. 12<sup>th</sup> St. SW will need wetland mitigation, USACE is requesting it. The amount will be \$45,900.00. Motion by Commissioner Heiser, seconded by Commissioner Pelton to approve wetland mitigation in the amount of \$45,900. All voted aye. Motion Carried. Commissioner Pelton made a motion to hire Beaver Creek to do cultural monitoring. Estimated cost of \$10,000.00. Commissioner Heiser seconds the motion. All in favor. Motion carried.

Darin Schaeffer with Bartlett & West appeared to give updates on their projects. Construction on 14<sup>th</sup> St. SW will begin next week. 119<sup>th</sup> Ave. SW has a preconstruction meeting scheduled for May 12<sup>th</sup> with CSI. Manning Waterworks and SW Water have come to an agreement. Meeting to discuss next steps.

James Kadrmas with Interstate Engineering appeared to update the commission on their projects. 27<sup>th</sup> St. SW project was awarded to Schwartz Construction. 109<sup>th</sup> Ave. SW plan set will be ready for review of the road department in two weeks.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 98<sup>th</sup> Ave SW and 4<sup>th</sup> St. SW has a bid opening at 10:00 am today. 3T Ave SW has a scheduled bid opening for May 21<sup>st</sup>, 2025. 97<sup>th</sup> Ave has a bid opening scheduled for May 21<sup>st</sup>.

Road Superintendent, Terry Schwartzenberger gave updates on the road department. They have been out doing crack sealing, blading and watering. Mike Karey has officially been hired and the Assistant Road Superintendent.

Road Superintendent, Terry Schwartzenberger presented utility permits. Motion by Commissioner Kleemann, seconded by Commissioner Pelton to approve the utility permits as presented. All voted aye, motion carried.

The Commission commended The Dunn County Road Department on a job well done with the NDLTAP Training on April 28<sup>th</sup>.

The Director of Engineering for McKenzie Electric appeared to get approval for an overhead crossing permit. Commissioner Kleemann moves to approve the overhead permit from McKenzie Electric on 119<sup>th</sup> Ave & 2<sup>nd</sup> St. Seconded by Commissioner Heiser. All in favor. Motion carried.

The commission was contacted by residents in Halliday. They would like assistance to cleanup the old area and get rid of old wood and clean up. Motion to assist with removing wood at the old Halliday Rodeo Grounds by Commissioner Heiser, seconded by Commissioner Pelton. All voted aye, motion carried.

Highlands Engineering & Surveying appeared discuss contracts and introduce themselves to the commission. Casey Homiston is the President and Co-Owner. Andrew Schwank is the main point of contact with 15 years of experience. Andrew Albrecht is a professional engineer. Commissioner Heiser moves to approve an agreement with Highlands Engineering. Seconded by Commission Pelton. All in favor. Motion carried.

At 10:00 a.m., per call for bids, all qualified bids were opened for 98<sup>th</sup> Ave. SW & 4<sup>th</sup> St. SW

- Central Specialties \$1,408,142.09
- Northern Improvement Co. \$1,193,409.92
- Kinfe River \$1,294,971.10
- Bechtold Paving inc. \$1,026,364.27

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

Tax Director, Holly Hutchison presented a contract for Vanguard. It is a 5-year contract and with the contract it will allow website transparency. This is the ND Assessors website. It will be \$11,825 the first year and then \$12,125.00 for the following four years. Commissioner Olson moves to renew the five year Vanguard Contract at \$12,125.00 per year. Commissioner Heiser seconded the motion. All in favor. Motion carried.

Holly Hutchison, Tax Director, presented the Board with a Proposal for Resident and Commercial Inspections. Her recommendation is to do a full inspection on commercial buildings; review on resident and full on any new construction. This is done by Vanguard. Commissioner Heiser moved to approve the recommendations made by Tax Director Holly Hutchison. Seconded by Commissioner Pelton. Roll call vote. All in favor. Motion carried.

Roosevelt Custer Regional Council introduced themselves to the new commissioners and gave updates on the council. Andrea Bowman was present to discuss how Roosevelt Custer supports economic resources and services; they also do technical assistance with grant writing, etc.

Northern Plains came back with the recommendation for the 98<sup>th</sup> Ave. SW & 4<sup>th</sup> St. SW project. They are recommending Bechtold Paving Inc. at \$1,026,364.27. Motion by Commissioner Pelton, seconded by Commissioner Heiser to award the 98<sup>th</sup> Ave. SW & 4<sup>th</sup> St. SW project to Bechtold Paving Inc. at \$1,026,364.27. Upon roll call vote, all voted aye, motion carried.

HR Director, Dessie Calihou stated that HR Conference will be help in Denver, Co this year. She will be a speaker at the Conference and partner with another Director. Commissioner Pelton made a motion to approve out of state travel for Dessie Calihou to attend the HR Conference in Denver. Commissioner Olson seconded the motion. All in favor. Motion carried.

HR Director, Dessie Calihou appeared before the commission to present the Leadership Awards from the class in 2024. Sandy Rohde, LoAnn Roshau, Sally Whittingham, Carolyn Benz and Dessie Calihou were presented Leadership Awards by Tracey Dolezal, Chair.

Craig Dvirnak came to inform the commissioners on some trespassing going on in the county. He owns land in Killdeer Mountains and Battle Field. Can the county close road where the road ends and allow visitors to walk in to gravesite. Commissioners will look into it and get back to Mr. Dvirnak.

Ryan Hauck, Fire Chief, updated the Commissioners on burn restrictions, drought outlook. He recommends following the fire index with exception of no large pits. Commissioner Pelton moves to lift total burn ban and go back to fire index with exception of large controlled burns. Seconded by Commissioner Olson. All in favor. Motion carried.

Tracey Dolezal, Madam Chair, acknowledged the recent retirement of Roadworker, Mike Buresh. She thanked him for his 42 years and 9 months of service with Dunn County.

Commissioner Olson stated he would like to see reports from Department Heads to keep the Board informed on what they are doing. It was stated that there are portfolio holders for each department and Commissioners are encouraged to attend Department Head meetings to be more informed.

Motion by Commissioner Pelton, seconded by Commissioner Kleemann, to approve the following vouchers as amended; correction of "Baranko Brothers" instead of Bank of ND" on List of Bills;

**GENERAL FUND (10)**

<b>WARRANT #:</b>	<b>TO:</b>	<b>FOR:</b>	<b>AMOUNT:</b>
302189	Advanced Business Methods	Office Equip. May	\$36.52
302189	Advanced Business Methods	Office Equip. May	\$1,131.38
302194	Benz Oil Company	Fuel-Sheriff	\$1,720.00

302195	Benz Oil Company	Fuel-Sheriff	\$4,967.75
302203	Braun Distributing	250th B-day Meeting Supplies	\$71.04
302207	Cenex Fleet Fueling	Fuel	\$3,740.11
302212	Consolidated	Phones-Mar.	\$1,714.03
302216	Denny's Electric	Sheriff Supplies	\$45.31
302222	Farmer's Union Insurance	New Vehicle Premium-Sheriff	\$2,296.00
302223	Farmer's Union Oil	Vehicle Maintenance	\$351.56
302224	Forsgren Associates	Building Permits	\$31,675.74
302226	Great Plains Directory	Plat Books	\$1,124.00
302229	Heiser, Allen	Mileage/Cell Phone-Apr.	\$770.30
302230	Hinrich's SuperValu	Clean Up Week Supplies	\$285.86
302231	Hinrich's SuperValu	Sheriff Supplies	\$34.50
302234	HP Inc.	Computer-States Att.	\$1,828.68
302235	Information Tech Dept.	Service Contract-Apr.	\$3,965.68
302239	K2 Towers II, LLC	Contract 4/25-4/26	\$1.00
302241	Kissinger, Christina	Mileage/Meals-Apr.	\$556.15
302244	Kutzler, Marilyn	Radio Programming	\$356.55
302246	Larson, Latham, Huettl Attorneys	Professional Fees	\$2,046.80
ACH	Merriman, Pat	Salary	\$3,000.00
302253	Miller, Michael	Cell Phone-Apr	\$50.00
302177	Motor Vehicle Division	Sheriff Plates	\$10.00
302256	NDACo Resources Group	Printer-Coroner	\$1,004.42
302263	NW Tire	Vehicle Maintenance	\$3,125.69
302265	One Source	Background Checks	\$156.00
302266	Pawz Enrichment Center	K-9 Support	\$97.91
302271	Prairie Auto Parts	Vehicle Parts	\$61.47
302277	Schmidt Transmission	Vehicle Maintenance	\$125.00
302278	Service Pro	Sheriff Vehicle Maintenance	\$369.19
302282	Sundeen, Ross	Monthly Charges	\$737.70
302286	Tyler Technologies	Taxwise Conversion	\$6,980.00
302287	UKG	Contract	\$5,013.66
302289	Verizon	Phones-Apr.	\$2,387.57
302290	Voice Products	Contract 6/25-6/26	\$2,441.93
302295	Western Choice Cooperative	Sheriff Equipment	\$206.96
302294	Western Choice Cooperative	Service Charge	\$2.50
		<b><u>ROAD (14)</u></b>	
302188	2K Electric LLC	County Shop Maintenance	\$100.00
302191	Bahley, Dean & Karla	Easement	\$1,210.00
302192	Baranko Brothers	100th Ave NW-Pay Est. #2	\$214,814.06
302193	Bartlett & West	Engineering	\$29,718.75
302194	Benz Oil Co Inc	Gas/Fuel/Oil	\$20,380.85
302197	Bezdicek, Gregory	Easement	\$2,510.00
302198	Black, Ruth	Easement	\$3,880.00
302199	Bobcat of Dickinson	Parts	\$177.98
302200	Boespflug Trailers	Parts	\$15.20
302201	Bosch Lumber Co	County Shop Maintenance	\$144.99
302202	Boss Office Products	Office Supplies	\$43.80
302203	Braun Distributing	Sign Warrior Supplies	\$214.54
302204	Buresh, Mike	Cell Phone Jan.-Apr.	\$200.00
302205	Butler Machinery Co	Parts	\$9,595.72
302206	Carquest Auto Parts Store	Parts	\$555.46
302208	Certified Power Inc.	Parts	\$1,554.64
302210	CHS INC	Grass seed	\$1,069.60
302211	Colonial Research Chemical Corp.	Shop Supplies	\$1,577.75
302213	Consolidated Telcom.	Telephone	\$648.69
302214	Crafco Inc.	Paving Maint. (Router and parts)	\$17,285.00
302215	Dakotaland Autoglass	Parts	\$320.50

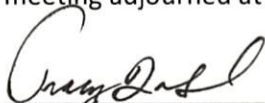
302217	Double T Fencing	Fencing	\$3,350.00
302218	Ducks Unlimited Inc	Wetland Mitigation	\$13,600.00
302220	Dvorak, Bob	Easement	\$15,910.00
302221	Dvorak, Terry E. & Marci D.	Easement	\$4,500.00
302233	Hose & Rubber Supply	Parts	\$1,029.71
302236	Interstate Engineering	Engineering	\$14,654.05
302237	James & Theresa Godlevsky Trust	Easement	\$3,770.00
302242	Kubik, Ladonna	Easement	\$6,690.00
302247	Lawson Products Inc	Shop Supplies	\$2,907.82
302248	Lund, Mary L	Easement	\$650.00
302250	McKenzie Electric Cooperative.	School Road Light	\$18,000.00
302255	MSTS Receivables LLC	Tools	\$47.98
302259	North Central International, LLC	Parts	\$1,758.57
302260	Northern Plains Engineering	Engineering	\$94,298.30
302261	Northwest Truck & Trailer	Equipment	\$85,000.00
302268	Pomp's Tire Service Inc	Tires	\$4,655.21
302269	Power Plan	Parts	\$6,064.15
302272	Prairie Auto Parts.	Parts	\$324.79
302273	Pump Systems	Parts	\$24.19
302275	Running Supply Inc.	Tools	\$502.20
302276	Sanford Health Occupational Medicine	DOT exam	\$400.00
302279	Sickler, Lenci T. & Jamie	Easement	\$850.00
302280	Stark County Auditor	Paving Maintenance (Oil)	\$13,334.00
302284	Swanston Equipment	Paving Maintenance (Parts)	\$6,785.66
302285	Total Safety U.S.	Safety Supplies	\$32.00
302289	Verizon	Phones-Apr.	\$364.15
302288	Verizon Connect	Fleet Management	\$449.29
302291	Wallwork Truck Center	Parts	\$2,378.96
302292	Wallwork Truck Center.	Equipment	\$264,740.00
302293	Western Choice Cooperative	Fuel/ Supplies	\$25,042.52
302296	Westlie Motor Company	Parts	\$1,580.43
<b><u>VETERAN SERVICE OFFICE (24)</u></b>			
302196	Benz, Carolyn	VSO Conference-Fargo	\$547.40
302207	Cenex Fleet Fueling	Fuel	\$79.50
302209	Charbonneau Car Center	Veteran's Van Maintenance	\$163.02
302212	Consolidated	Phone-Mar.	\$23.99
302219	Duttenhefer, Eugene	Veteran's Van Driver-Apr.	\$203.11
302289	Verizon	Phone-Apr.	\$82.05
<b><u>COUNTY AGENT (26)</u></b>			
302189	Advanced Business Methods	Office Equipment-May	\$254.53
302207	Cenex Fleet Fueling	Fuel	\$216.08
302212	Consolidated	Phones-Mar.	\$128.71
302232	Hinrich's SuperValu	Programming Supplies	\$348.06
302243	Kukla, Kirsten	Cell Phone/Reimbursements	\$98.75
302245	Larsen, Christy	Cell Phone/Reimbursements	\$186.41
302258	NDSU Extension Ag Budget Office	Salaries-Dec. 24-Mar. 25	\$21,194.55
302257	NDSU Extension Dept. 3110	Exhibit Tags	\$50.00
<b><u>DEM (29)</u></b>			
302230	Hinrich's SuperValu	Misc.	\$45.31
302238	Just In Glass	Windshield	\$478.33
302244	Kutzler, Marilyn	Radio Programming	\$375.00
302254	Motorola Solutions	Radios	\$20,510.72
302289	Verizon	Phone-Apr.	\$47.04
<b><u>HAZMAT (86)</u></b>			
302285	Total Safety	Misc Safety Supplies	\$2,385.60
<b><u>SWMCCC (19)</u></b>			

302283	SWMCCC	Boarding/Transport Prisoners <b>E-911 (91)</b>	\$30,400.00
302274	R Cleveland LLC	Radio Tower Repair <b>24/7 FEES (05)</b>	\$4,950.00
302264	Office of Attorney General	24/7 Fees	\$1,690.00
302267	PharmChem	24/7 Fees	\$1,151.34
<b><u>CAPITAL PROJECTS (40)</u></b>			
302227	Guardian Fleet Safety	New Sheriff Vehicle Set Up	\$20,094.02
302236	Interstate Engineering	Surveying	\$4,171.50
302281	Stivers Ford Lincoln	Sheriff Vehicle Purchase (2)	\$100,838.00
<b><u>WEED (27)</u></b>			
302207	Cenex Fleet Fueling	Fuel	\$87.42
302262	Nutrien Ag Solutions Inc.	Chemicals	\$11,082.00
302178	Open Road Honda	(2) 2025 Honda 4-Wheelers	\$21,560.00
302272	Prairie Auto Parts	Vehicle Parts	\$167.19
302298	Prairie Auto Parts	Vehicle Parts	\$167.19
302275	Runnings	Supplies	\$431.92
302289	Verizon	Phones-Apr.	\$160.04
302294	Western Choice Cooperative	Vehicle Maintenance	\$168.96
<b><u>BUILDINGS (41)</u></b>			
302190	AVI Systems Inc.	Aux. Building Cameras	\$5,547.36
302195	Benz Oil Company	Propane	\$1,615.18
302203	Braun Distributing	Supplies	\$204.65
302225	Gooseneck Implement	Mower Maintenance	\$160.73
302228	Halliday, City of	Water/Sewer/Garbage	\$48.22
302240	Killdeer, City of	Water/Sewer/Garbage	\$353.26
302249	Marsh Enterprises LLC	Parking Lot Striping	\$1,500.00
302251	MDU	Utilities	\$2,638.41
302252	MGM Rural Sanitation LLC	Garbage-Apr.	\$602.25
302294	Western Choice Cooperative	Maintenance	\$32.26
302295	Western Choice Cooperative	Maintenance	\$43.98

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

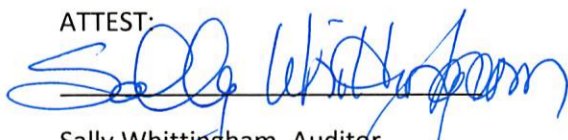
Matt Johnson with NDLTAP announced that there will be an energy roundtable on May 27<sup>th</sup> in Watford City. There will be no cost and lunch will be provided. A sign warrior project with 4<sup>th</sup> grade students from around the state was held. It shows the importance of traffic signs and why not to vandalize. Two of the winners were from Killdeer. Their art will be on a calendar.

Motion by Commissioner Kleemann, seconded by Commissioner Olson to adjourn. All voted aye and the meeting adjourned at 11:20 a.m.

  
 Tracey Dolezal, Madam Chair

May 21, 2025  
 Date

ATTEST:

  
 Sally Whittingham, Auditor