

**OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
June 4, 2025**

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

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

Motion by Commissioner Olson, seconded by Commissioner Heiser, to approve the May 21, 2025 minutes as presented. All voted aye, motion carried.

Motion by Commissioner Olson, seconded by Commissioner Heiser to approve the June 3, 2025 special meeting minutes as presented. All voted aye, motion carried.

Motion by Commissioner Kleemann, seconded by Commissioner Pelton, to approve the June 4, 2025 agenda with the following additions: Lunch Donation removed, SB2180 discussion added. All voted aye, motion carried.

Dunn County Cost Share Days will be Tuesday, June 10th this year from 7:00 a.m. to 4:30 p.m.

Carl Rohde appeared for Civil Science to give updates on their projects. 100th Ave. NW, Baranko has finished work on this project. The final inspection has been scheduled. 92nd Ave. SW, the 404 permit has been secured. 12th St. SW, the 404 permit has been secured and a bid opening is anticipated for 2025.

Darin Schaeffer with Bartlett & West appeared to give updates on their projects. 14th St. SW, Schwartz continues to work on the project. 119th Ave. SW, the preconstruction meeting was held May 12th. Manning had a meeting last night regarding the water project. General consensus is to put the water lines in and then pave. The plans were approved by SW Water.

James Kadrmas with Interstate Engineering appeared to update the commission on their projects. 109th Ave. SW, digital files and contact information have been given to the road department for landowner negotiations. 82nd Ave SW (South Segment), 95% plan has been submitted to the road department.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 105th Ave. SW has a pay estimate, #2, for \$90,044.16 to Baranko Brothers. Motion by Commissioner Pelton, seconded by Commissioner Heiser to pay Baranko Brothers \$90,044.16, pay estimate 2, for 105th Ave. SW. Upon roll call vote, all vote aye, motion carried.

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

Road Superintendent, Terry Schwartzenberger, presented a relocation agreement with McKenzie Electric, \$215,000.00 is the cost to move the line. It is part of 119th and 2nd street project. Motion by Commissioner Heiser, seconded by Commissioner Pelton to approve the agreement. All voted aye, motion carried.

McKenzie Bay Road maintenance. There are some extensive soft spots, the concern is that bringing heavy trucks in may blow the road out. Everyone uses the road as it leads to the boat launch. It does need to be repaired. The Road Department will get with the McKenzie Bay Clubhouse and get some repairs started.

Senate Bill 2180 states all counties need to have a public comment time at their meeting. The communications director will research and get back with the commission on a process.

JoAnn Marsh & Holly Hutchison, representing Manning Waterworks, appeared to discuss a Memorandum of Understanding (MOU) between, SW Water, State of ND, State Water Commission, Manning Water Works and Dunn County. The engineering plans were approved, this has to do with SW Water taking over Manning Waterworks in the future. There are a lot of regulations that need to be followed. The lines need to be brought up to their specifications and they are trying to bring the capacity of the water up. Motion by Commissioner Olson, seconded by Commissioner Heiser to approve signing the MOU. All voted aye, motion carried.

Sheriff Kuhn appeared to discuss a Grand Forks Detention Secure Services Agreement. Mandan Youth Center is at full capacity and cannot accept any more juveniles. The Grand Forks Detention center can accept at this time. This is another avenue to have in case there is a time it is needed. He is asking the commission sign the contract, it is good for one year. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to sign the agreement. All voted aye, motion carried.

Sheriff Kuhn discussed Therapy K-9 Finn. Jonathan Avalos, Finn's handler, was offered the Killdeer Chief of Police position and accepted. A K-9 typically stays with their handler, it is better for the dog. Can the county donate Finn to Mr. Avalos? He will use Finn for the county in the event he is needed. Motion by Commissioner Heiser, seconded by Commissioner Pelton to give Finn to the handler. All voted aye, motion carried.

Kelly Braun with the Dickinson Regional Airport came to update the commission on the airport terminal project. They did receive some of the funds do the project from different entities. They did a study and made sure the project was good for the community. There were approximately 55 thousand people that came through the airport last year. The current airport was only built for 6 thousand people a year. The airport does not meet ADA requirements. The airport has to be able to accommodate at least 76 passengers. The current ask of the county is \$2,000,000.00 to help with the project. Motion by Commissioner Olson, seconded by Commissioner Dolezal to give the Dickinson Regional Airport \$2,000,000.00 for the terminal project. Upon roll call vote, all voted aye, motion carried.

The regular Commission meeting recessed at 11:02 a.m. and will reconvene after the County Board of Equalization

Dane Larsen with The City of Killdeer appeared to report on the 2025 assessments.

- *Residential 7% increase in true and full value*
- *17% change in commercial true and full value*
- *Killdeer overall taxable value is \$6,391,925 and increase of 12%*

Values were accepted at the city meeting

Tax Director Holly Hutchison, appeared to report on the Cities of Dodge, Dunn Center and Halliday 2025 assessments

- *Dunn Center: 1% change in residential true & full value*
- *3% change in commercial true & full value*
- *Dunn Center overall taxable value is \$790,277 an increase of 2%*

No one was at the city meeting to protest the values. The city board did approve the values at their board meeting.

- *City of Halliday: 16% increase in the residential true & full value*
- *Decrease of 7% in commercial true & full value*
- *City of Halliday overall 2025 taxable value is \$725,296 an increase of 13%*

No one was at the city meeting to protest the values. The city board did approve the values at their board meeting.

- *City of Dodge: 2% decrease in the residential true & full value*
- *Increase of 3% in the commercial true & full value*
- *City of Dodge overall 2025 taxable value is \$235,306 and increase of 2%*

No one was at the city meeting to protest the values. The city board did approve the values at their board meeting.

Motion to accept city values as presented by Commissioner Pelton, seconded by Commissioner Olson. All voted aye, motion carried.

Hutchison presented the 2025 rural/agricultural assessments for the county

- Rural Residential: 6% increase over 2024, we are at 95% tolerance with the state
- Commercial: 1% increase over 2024, we are at 91% tolerance with the state
- Agricultural: NDSU value had a -.04 % decrease over 2024, we are at 96% tolerance with the state

\$36,352,332.00 in taxable value for the county, no one appeared to contest the values.

Dustin Bakken, owner of Kompleks Aerial, appeared to give an update on the industrial property assessments for 2025.

Motion by Commissioner Olson, seconded by Commissioner Pelton to approve the 2025 county values as presented. All voted aye, motion carried.

The regular Commission Meeting reconvened at 11:17 am

Tyrell Brown with The City of Killdeer appeared to inform the commission about the Killdeer Summer Kickoff. It is this Saturday, June 7th on Central Avenue. There will be a street dance, food vendors, corn hole tournaments and kids' activities in the park. The city would like to thank the Dunn County Sheriff's Office for extra security and LoAnn Roshau for all of her help.

Sandy Rohde, Planning Administrator, appeared to discuss a letter of intent for Allo Towers to put up a radio tower in Dunn County. Motion to approve the Allo Towers agreement by Commissioner Olson, seconded by Commissioner Pelton. All voted aye, motion carried.

Auditor Whittingham gave an update on the 2024 county audit. There were no findings, the county is in compliance. A Federal and State report will be filed. The audit copy is located on the website.

Commissioner Olson gave an update on the Shooting Sports Complex in Killdeer. The closing date of the property is August. After discussing with the City of Killdeer, a five-person board will be needed. There will be a representative of the county and city and they will take applications to fill the board. The complex will be Joint ownership of city and county. An MOU will be created to run the complex. Motion to form a board to manage the complex contingent on Killdeers approval by Commissioner Olson, seconded by Commissioner Heiser. All voted aye, motion carried. The Chair appointed Commissioner Olson to the Shooting Sports Complex Board.

Commissioner Olson introduced a Hydraulic Improvements Agreement between Dunn County and SW Water. This study will help see what needs to be done to serve residents that are on the waiting list for SW Water due to the lack of hydraulic capacity. The study is expected to take four months and the estimated cost is \$110,000.00. Motion by Commissioner Heiser, seconded by Commissioner Olson to move forward with the study and sign the agreement. All voted aye, motion carried.

Motion by Commissioner Pelton, seconded by Commissioner Heiser, to approve the following vouchers as presented

GENERAL FUND (10)

WARRANT #:	TO:	FOR:	AMOUNT:
302401	Advanced Business Methods	Office Equipment	\$36.52
302401	Advanced Business Methods	Office Equipment	\$1,131.38
302406	Benz Oil Company	Fuel	\$6,634.36
302407	Boss Office Products	Office Supplies	\$160.99
302411	Cenex Fleet Fueling	Fuel	\$4,351.34
302412	Civil Science Infrastructure	Plat Review	\$525.00
302413	Consolidated	Phones	\$1,652.30
302416	Dell Marketing LP	Computer Replacement	\$638.84
302417	Dentinger, Harold	Mileage/Meals	\$268.70
302418	Dolezal, Tracey	Mileage	\$488.60
302423	Farmers Union Insurance	Insurance Premiums	\$6,539.00
302426	Forsgren Associates	Building Inspection-Kukla	\$1,839.42
302427	Guardian Fleet	Vehicle Maintenance	\$1,609.57
302429	Heiser, Allen	Mileage/Cell Phone	\$398.60
302432	HP Inc.	Computer Replacement	\$2,913.87
302434	Just-In Glass	Windshields	\$1,845.54

302435	Kissinger, Christina	Mileage	\$14.00
302436	Kuhn, Gary	Meals	\$41.00
302438	Larson, Latham, Huettl Att.	Professional Fees	\$103.20
302441	Marco Technologies LLC	Office Equipment	\$459.94
302442	McClellan, Dale	Mileage & Meals	\$614.30
302443	Menards	Adopt-A-Planter Supplies	\$187.17
ACH	Merriman, Pat	Salary	\$3,000.00
302445	Miller, Michael	Reimbursement	\$5.00
302446	Motorola Solutions Inc	Radios	\$14,424.76
302447	NDACo	Workers Comp.	\$2,413.13
302448	NDACo Resources Group	Computer/Tech.	\$592.27
302450	NW Tire	Vehicle Maintenance	\$2,273.41
302457	Rath & Mehrer PC	Audit Fees for 2024	\$35,000.00
302459	Richardson, Kiel	Meals	\$188.00
302460	Roll, Kirk	Coroner Calls	\$800.00
302461	Roshau, LoAnn	Cell Phone/Trave	\$143.80
302462	Runnings Supply Co.	Office Supplies	\$17.99
302463	Sax Motor Company	Vehicle Maintenance	\$2,227.25
302465	Service Pro	Vehicle Maintenance	\$155.64
302467	Sidwell Company	New GIS System	\$10,360.00
302469	Sundeen, Ross	Monthly Charges	\$737.70
302471	Tyler Technologies	Taxwise Conversion	\$8,083.75
302472	Verizon	Cell Phones	\$2,440.06
302475	West Dakota Vet Clinic	K-9 Expense-Finn	\$132.54
<u>ROAD (14)</u>			
302402	Baranko Brothers Inc	Road Project	\$90,044.16
302403	Bartlett & West	Engineering	\$825.00
302404	Bell Supply Company	Parts	\$50.81
302405	Benz Oil Co Inc	Gas/Fuel/Oil	\$2,764.67
302409	Brown Fencing	Fencing	\$1,900.00
302410	Butler Machinery Co	Equipment/ Parts	\$258,028.38
302414	Dakotaland Autoglass	Parts	\$158.78
302415	Deere Credit Inc	Rental tractor	\$11,400.00
302419	DTE Inc	Parts/New Equipment	\$44,216.75
302420	Dustbusters Inc	Road Stabilization	\$190,781.67
302422	Factory Motor Parts Co.	Parts	\$1,213.63
302431	Hotsy Equipment Company	Parts	\$808.00
302433	IBS Inc	Shop Supplies	\$1,122.01
302439	Lawson Products Inc	Shop Supplies	\$1,118.83
302440	Mac's Hardware	Parts	\$15.58
302449	Northern Plains Engineering	Engineering	\$40,537.50
302450	NW Tire	Tires	\$2,868.74
302452	Oldcastle Infrastructure	Box culvert 14th St.SW	\$366,241.78
302453	Pomp's Tire Service Inc	Tires	\$2,391.40
302454	Power Plan	Parts	\$3,674.83
302458	RDO Equipment Co.	Equipment	\$379,100.00
302462	Running Supply Inc	Tools	\$159.00
302464	Selle Implement	Parts	\$24.00
302470	Swanston Equipment	Parts	\$980.42
302472	Verizon	Cell Phones/iPads	\$2,860.46
302474	Wallwork Truck Center	Parts	\$5,316.41
302476	Westlie Motor Company	Parts	\$6,983.00
302477	White Cap	Road Material	\$6,839.92
<u>VETERAN SERVICE OFFICE (24)</u>			
302411	Cenex Fleet Fueling	Fuel	\$135.10
302413	Consolidated	Phones	\$23.99
302421	Duttenhefer, Eugene	Veteran's Van Driver	\$580.50
302441	Marco Technologies	Office Equipment	\$14.36
302472	Verizon	Cell Phones	\$82.05

<u>COUNTY AGENT (26)</u>			
302401	Advanced Business Methods	Office Equipment	\$254.53
302411	Cenex Fleet Fueling	Fuel	\$69.01
302413	Consolidated	Phones	\$113.94
302437	Kukla, Kirsten	Cell Phone	\$50.00
<u>DEM (29)</u>			
302472	Verizon	Cell Phone	\$47.04
<u>NDHHS GRANT (43)</u>			
302473	Vision West	NDHHS Grant	\$14,232.28
<u>24/7 FEES (05)</u>			
302451	Office of Attorney General	24/7 Fees	\$1,665.00
<u>COUNTY PARKS (21)</u>			
302443	Menards	Maintenance	\$17.99
<u>CAPITAL PROJECTS (40)</u>			
302430	Highlands Engineering	Public Safety Bldg. Survey #2	\$3,400.00
<u>WEED (27)</u>			
302411	Cenex Fleet Fueling	Fuel	\$523.14
302424	Fast Initial Response Systems	First Aid Supplies	\$310.05
302425	Ferebee, Cliff	Weed Board	\$216.00
302455	Pump Systems	Parts	\$637.13
302456	Quality Quick Print	Misc.	\$110.00
302462	Runnings Supply Co.	Supplies	\$194.64
302466	Sickler, Klint	Weed Board	\$167.00
302468	Stein, Russ	Weed Board	\$153.00
302472	Verizon	Cell Phones	\$160.04
<u>BUILDINGS (41)</u>			
302408	Braun Distributing	Supplies	\$892.06
302428	Halliday, City of	Water/Sewer/Garbage	\$55.31
302443	Menards	Maintenance	\$128.94
302444	MGM Rural Sanitation	Garbage	\$601.00

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

Auditor Whittingham went over the May financials.

Motion by Commissioner Kleemann, seconded by Commissioner Olson to adjourn. All voted aye and the meeting adjourned at 11:33 a.m.


 Tracey Dolezal, Madam Chair

June 18, 2025
 Date

ATTEST:

 Sally Whittingham, Auditor