

**OFFICIAL PROCEEDINGS
DUNN COUNTY BOARD OF COUNTY COMMISSIONERS
July 16, 2025**

Members Present: Commissioners Dolezal, Heiser, Kleemann, Olson

Others Present: Sally Whittingham, Lori Tabor, Jeremy Wood, Nicole Kristianson, James Kadrmas, Carl Rohde, Darin Schaeffer, Andrew Schrank, Gary Kuhn, Adeline Ingold

Motion by Commissioner Olson, seconded by Commissioner Heiser, to approve the July 2, 2025 minutes as presented. All voted aye, motion carried.

Motion by Commissioner Olson, seconded by Commissioner Kleemann, to approve the July 16, 2025 agenda as presented. All voted aye, motion carried.

Carl Rohde appeared for Civil Science to give updates on their projects. 12th St. SW, bid opening and construction is anticipated in 2025. 16th St. SW, grading design has been completed. Looking at alternatives along the cultural site.

Darin Schaeffer with Bartlett & West appeared to give updates on their projects. 119th Ave. SW, CSI is planning an early to mid-August start date. The estimated cost of 99th Ave. SW would be approximately \$1.6 million; this was requested by the commission. The county will need to purchase 0.46 acres of credits, this will result in a permanent right of way easement. The cost is \$39,100.00. Motion by Commissioner Olson, seconded by Commissioner Dolezal to purchase the credits for \$39,100.00. Upon roll call vote, all voted aye, motion carried.

James Kadrmas with Interstate Engineering appeared to update the commission on their projects. 27th St. SW has a preliminary start date of July 21st. 109th Ave. SW, 82nd Ave. SW North and South Segment are waiting for easement acquisitions.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 119th Ave. SW & 22nd St. SW, construction is expected to begin in August. 105th Ave. SW has a pay estimate, #5, in the amount of \$69,749.65 to Baranko Brothers. Motion by Commissioner Heiser, seconded by Commissioner Olson to pay Baranko Brothers \$69,745.65 for 105th Ave. SW, pay estimate #5. Upon roll call vote, all voted aye, motion carried. 97th Ave. SW has a pay estimate, #3, in the amount of \$95,367.01 to Jensen Brothers. Motion by Commissioner Heiser, seconded by Commissioner Olson to pay Jensen Brothers \$95,367.01 for 97th Ave, pay estimate #3. Upon roll call vote, all voted aye, motion carried. There is a bid opening today at 10:00 a.m. for 10th St. NW, 113th Ave. NW & 7th St. NW.

Andrew Schrank with Highlands Engineering presented projects their company is working on. 15th St. SW & 118th Ave. SW, working on design plan. There is pay estimate #4 on 14th St. SW for Schwartz Construction in the amount of \$215,883.95. Motion by Commissioner Heiser, seconded by Commissioner Olson to pay Schwartz Construction \$215,883.95 for pay estimate #4 on 14th St. SW. Upon roll call vote, all voted aye, motion carried.

Lori Tabor presented the preliminary 2026 operations budget for the Road and Bridge Department to the Commissioners for their consideration.

Taylor Van Dyke with Roughrider Electric appeared to get approval for an overhead crossing. Motion to approve the overhead crossing as presented by Commissioner Olson, seconded by Commissioner Kleemann. All voted aye, motion carried.

At 10:00 a.m., per call for bids, all qualified contractor bids were opened on the CP-13(25)08 project: 10th St. NW/113th Ave. NW/7th St. NW

- Baranko Brothers \$5,109,655.99
- Central Specialties \$6,145,198.38
- Edward H. Schwartz \$5,787,922.17
- Martin Construction \$5,792,540.46

Engineer Wood will review the bids and bring back the results later in the meeting.

Dessie Calihou, HR Director, appeared to present her preliminary 2026 budgets. Human Resources, Risk Management & Health Officer. The current inflation rate is at 3% for consideration on COLA and the medical insurance rates will be going up 7.26% this year as well. Dessie also presented the 2026 Holiday and Pay calendar.

Sandy Rohde, Planning & Zoning, presented her preliminary 2026 budgets. Planning & Zoning, 911 Coordinator & 911 Emergency. She also presented for the Water Resource Board.

Sandy Rohde, Code Administrator, appeared to present Conditional Use Permits:

1. Public Hearing: Terry Schwartzberger representing Dunn County Road Department has filed a Conditional Use Permit for a 15.2-acre gravel pit located in the SW4 of section 3-145-97. The property is zoned Rural Preservation and owned by Albert Dukart. Permit (#5-2025)
2. Public Hearing: Terry Schwartzberger representing Dunn County Road Department has filed a Conditional Use Permit for a 13.0-acre gravel pit located in the NW4 of section 33-147-96. The property is zoned Rural Preservation and owned by John & Stacey Bang. Permit (#06-2025)
3. Public Hearing: Shane Peterson representing Elkan Inc. has filed a Conditional Use Permit for a Water Depot with Pumping Station and a pond under 50-acre feet located in the NW4 of section 26-144-97. The property is zoned Rural Preservation and owned by Glen Jaeger. Permit (#07-2025)

Motion by Commissioner Heiser, second by Commissioner Olson to accept the CUP as presented. All voted aye, motion carried.

Ms. Rohde would like the commission to sign the wireless communications easement agreement with Allo Towers for the tower to be placed by the Public Safety Building. Motion by Commissioner Olson, seconded by Commissioner Heiser to sign the easement agreement. All voted aye, motion carried.

Tax Director, Holly Hutchison, appeared to present her preliminary 2026 department budget to the Commission.

Veteran Service Officer, Carolyn Benz, appeared to present her preliminary 2026 department budget to the Commission.

Northern Plains returned with the bid tabulations. Baranko Brothers was the lowest bidder and all bid information was correct. Engineer Wood is recommending the project be awarded to Baranko Brothers at \$5,109,655.99. Motion by Commissioner Heiser, seconded by Commissioner Kleemann to award the project to Baranko Brothers. Upon roll call, all voted aye, motion carried.

Auditor Whittingham presented positive pay from Bravera. Positive pay is a fraud prevention service Bravera offers on their accounts. The cost is \$10.00 per month and they monitor our accounts by looking at all of our checks and ACH transactions for invalid amounts, wrong check numbers, etc. from what is uploaded to them. Motion by Commissioner Olson, seconded by Commissioner Kleemann to approve signing up for positive pay as presented. All voted aye, motion carried.

Two special events permits were presented for The Pipe Bar and Grill. One for a rodeo and one for a wedding, both in August. Motion by Commissioner Kleemann, seconded by Commissioner Olson to approve special events permits as presented. All voted aye, motion carried.

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

<u>GENERAL FUND (10)</u>			
WARRANT #:	TO:	FOR:	AMOUNT:
302697	Advanced Collision Center	Insurance Claim Repairs	\$2,407.40
302701	Benz Oil	Sheriff Fuel	\$6,570.98
302702	Blue 360 Media	Traffic Law Manuals	\$344.76
302704	Brew, Casey	P & Z Board	\$129.90
ACH	Chase JP Morgan-June	CC Charges	\$6,108.35
302712	Consolidated	Phones	\$1,692.31
302714	Counties Providing Technology	Programming Software	\$2,233.00
302718	David Olson	Travel/Cell Phone Apr.-June	\$1,368.00
302719	Dickinson City Hall	Impound Fees	\$160.00
302720	Dolezal, Tracey	Mileage	\$498.40
302723	Dvirnak, Lorin	P & Z Board	\$160.00

302726	Everspring Suites	Mike Miller -Conference	\$99.00
302730	Fleming, Ann (Beak's BBQ)	Commissioner Dinner	\$10,800.00
302732	Great Western States Supply	Body Bags	\$172.13
302734	Hinrichs SuperValu	Water	\$24.50
302737	Information Tech Dept.	Service Contract	\$3,951.63
302739	Isaak, Elizabeth	Mileage	\$79.80
302743	Jeske, Chris	P & Z Board	\$141.80
302747	Just-In Glass	Windshield Repairs	\$115.00
302748	Kiesler Police Supply	Sheriff Supplies	\$1,684.04
302749	Killdeer School District	Spelling Bee/Mathcounts 2025	\$1,058.93
302750	Kissinger, Christina	Mileage/Meals	\$61.00
302754	Luetzow, Jennifer	Fuel	\$20.00
302755	Marco Technologies	Office Equipment	\$299.15
302756	Matthew Bender & Co	Office Supplies	\$416.17
302758	McKenzie Electric	Electricity	\$84.57
ACH	Merriman, Pat	Salary	\$3,000.00
302763	ND State Radio Comm.	LETS Fees	\$240.00
302764	NDACo Resources Group	Misc. Comp./Tech.	\$676.00
302764	NDACo Resources Group	Computer-Comm. Asst.	\$1,886.22
302770	NW Tire	Vehicle Maintenance	\$2,695.77
302778	Quality Quick Print	Office Supplies	\$60.00
302780	Roshau, LoAnn	Cell Phone	\$50.00
302781	Roughrider Electric	Electricity	\$35.09
302782	Roughrider Electric	Electricity	\$168.75
302786	Schneider, Les	P & Z Board	\$132.00
302787	Service Printers	Book Binding	\$294.60
302788	Service Pro	Vehicle Maintenance	\$226.87
302790	Sidwell Company	Programming Software	\$24,523.00
302793	Thomson Reuters	Subscription	\$161.40
302794	Total Safety	Sheriff Equipment	\$179.00
302792	T-Rex Conoco	Car Washes	\$489.30
302798	Western Choice Cooperative	Misc. Supplies/Fuel	\$187.86
302799	WEX Health	FSA Fees	\$178.50

ROAD (14)

302696	A&I Distributors	Gas/Fuel	\$2,558.95
302698	Baranko Brothers Inc	Road Project	\$69,749.65
302699	Bartlett & West	Engineering	\$67,495.75
302700	Benz Oil Co Inc	Gas/Fuel	\$41,235.77
302703	Bobcat of Dickinson	Parts	\$83.26
302706	Brown Fencing	Fencing	\$21,309.70
302707	Butler Machinery Co	Parts	\$896.01
302708	Capital I Industries	Parts	\$6,108.98
302709	Carquest Auto Parts Store	Parts	\$2,271.47
ACH	Chase JP Morgan-June	CC Charges	\$531.91
302711	Civil Science Infrastructure Inc.	Engineering	\$74,526.75
302713	Consolidated Telcom.	Telephone	\$568.36
302716	Dahlen, Tim	Easement	\$21,060.00
302722	Dustbusters Inc	Road Stabilization	\$284,345.35
302724	Edward Schwartz Construction	Road Project	\$215,883.95
302727	Fair Repair & Service LLC	Parts	\$355.70
302728	Farmers Union Oil Co	Parts	\$23.10
302733	Hilfiker Service LLC	Contract Roadwork	\$22,410.00
302736	Hose & Rubber Supply	Parts	\$3,508.12
302738	Interstate Power Systems	Parts	\$41.67
302741	JD's Fencing	Fencing	\$1,891.50
302742	Jensen Brothers Construction	Road Project	\$95,367.01
302746	John Deere Financial	Parts	\$65.28
302751	Krueger Ranches	Easement	\$7,220.00
302753	Linde Gas & Equipment Inc	Shop Supplies	\$630.80

302760	Menards	Supplies	\$1,670.22
302761	Metcalf Archaeological Cons.	Engineering	\$5,155.88
302762	Monge, Christopher/Stephanie	Easement	\$500.00
302765	NDLTAP-UGPTI/NDSU	Training	\$200.00
302766	North Central International	Parts	\$2.90
302767	North Dakota One Call	One Call	\$36.00
302768	Northern Plains Engineering	Engineering	\$106,001.20
302771	O'day Equipment LLC	Fuel Master parts	\$764.00
302776	Power Plan	Parts	\$53,814.92
302777	Prairie Auto Parts	Parts	\$33.30
302783	Running Supply Inc.	Tools	\$15.98
302784	Sanford Health Occ. Medicine	DOT exam	\$200.00
302791	Southwest Grain - Killdeer	Grass Seed	\$237.50
302795	Verizon Connect	Fleet Management	\$898.58
302798	Western Choice Cooperative	Propane	\$24.99
302797	Western Choice Cooperative	Fuel/ Supplies	\$11,687.85
<u>VETERAN SERVICE OFFICE (24)</u>			
ACH	Chase JP Morgan-June	CC Charges	\$207.53
302712	Consolidated	Phone	\$23.99
302755	Marco Technologies	Office Equipment	\$15.86
<u>COUNTY AGENT (26)</u>			
ACH	Chase JP Morgan-June	CC Charges	\$1,499.77
302712	Consolidated	Phone	\$128.59
302735	Hinrichs SuperValu	Programming Supplies	\$33.80
302752	Kukla, Kirsten	Cell Phone-June	\$50.00
<u>COUNTY PARKS (21)</u>			
302705	Brew, Robert	Park Board	\$289.20
ACH	Chase JP Morgan-June	CC Charges	\$736.18
302721	Dukart, Daryl	Park Board	\$422.60
302725	Esteban's Concrete	Little Mo. Concrete	\$15,900.00
302740	JD Fencing	Little Mo. Fencing	\$3,399.45
302744	Jeske, Jim	Park Board	\$544.10
302757	McKenzie Electric	Lake Ilo Electricity	\$39.00
302758	McKenzie Electric	Little Mo. Electricity	\$185.73
302773	Outhouse Duty	Little Mo. Outhouse Rental	\$165.00
302774	Pavlicek, Zach	Park Board	\$294.80
302785	Schaller, Bill	Park Board	\$535.00
302798	Western Choice Cooperative	Misc. Supplies/Fuel	\$762.40
<u>WEED (27)</u>			
ACH	Chase JP Morgan-June	CC Charges	\$1,114.93
302717	Dan Porter Motors	Vehicle Maintenance	\$85.08
302729	Ferebee, Cliff	Weed Board	\$170.50
302789	Sickler, Klint	Weed Board	\$167.00
302798	Western Choice Cooperative	Misc. Supplies/Fuel	\$111.42
<u>E911 (91)</u>			
302763	ND State Radio Comm.	911 Line Fees	\$22,170.50
<u>DEM (29)</u>			
ACH	Chase JP Morgan-June	CC Charges	\$820.81
<u>OPIOIDS SETTLEMENT (45)</u>			
302796	Vortex Optics	Binoculars (9 sets)	\$8,531.91
<u>CAPITAL PROJECTS (40)</u>			
302745	JLG Architects	Remodel	\$155,034.90
<u>BUILDINGS (41)</u>			
ACH	Chase JP Morgan-June	CC Charges	\$428.64
302710	City Air Mechanical	Maintenance	\$3,296.60
302715	Cummins Sales & Service	Service Contract/Maintenance	\$1,980.01
302731	Gooseneck Implement	Mower Maintenance	\$867.26
302758	McKenzie Electric	Electricity	\$233.70
302759	MDU	Utilities	\$2,229.49

302769	NOVA Fire Protection Inc.	Backflow Assembly Test	\$625.00
302772	Otis Elevator Company	Elevator Service	\$3,489.28
302781	Roughrider Electric	Electricity	\$718.00
302782	Roughrider Electric	Electricity	\$3,506.92
302797	Western Choice Cooperative	Maintenance	\$2,178.00
302798	Western Choice Cooperative	Misc. Supplies/Fuel	\$241.88

24/7 FEES (05)

302775	PharmChem Inc.	24/7 Fees	\$195.60
302779	Redwood Toxicology Lab	Drug Testing	\$49.96

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

Sarah Duttenhefner, Emergency Manager, presented her 2026 preliminary budget to the commission for consideration.

Halliday Fire & Halliday Ambulance appeared to discuss a donation grant for a new ambulance and radios. The cost of the ambulance is \$227,350.00 and the radios are \$106,043.06. Motion by Commissioner Heiser, seconded by Commissioner Olson to approve the grant for a new ambulance and radios at \$333,393.06. Upon roll call vote, all voted aye, motion carried.

Sheriff Kuhn, Will Albrecht with Building and Grounds, Park Board & Custodian and Kain Pelton with Weed Control presented their preliminary 2026 budgets to the commission for consideration.

Lisa Guenther appeared to present 2026 preliminary budgets for the Recorder and Clerk of Court.

JDA and NDSU Extension presented their 2026 preliminary budgets.

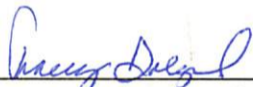
Auditor Whittingham presented the communications 2026 preliminary budget.

Auditor Whittingham presented a new merit system for the elected officials. Instead of always getting a mid-increase, an average of the combined department heads increases should be the elected official increases. If this is not done the elected officials fall behind in the pay scale. The Commissioners approved the new merit system for the elected officials.


Auditor Whittingham presented the 2026 preliminary budgets for the Auditor, Commissioners, Coroner, Elections, Superintendent of School and the IT Coordinator.

State's Attorney Kissinger presented her 2026 preliminary budget to the commission.

Motion by Commissioner Kleemann, seconded by Commissioner Olson to adjourn. All voted aye and the meeting adjourned at 12:17 p.m.


 Tracey Dolezal, Madam Chair

August 6, 2025
 Date

ATTEST:

 Sally Whittingham, Auditor