

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

Members Present: Commissioners Pelton, Heiser, Kleemann, Olson and Dolezal - (via Teams)
Others Present: Sally Whittingham, Terry Schwartzberger, Jeremy Wood, James Kadrmas, Carl Rohde, Darin Schaeffer, Gary Kuhn, Dessie Calihou, Matt Johnson, Carie Boster, Lisa Guenther, Adeline Ingold, Les Schneider, Christina Kissinger, Grace Ybarra

Motion by Commissioner Olson, seconded by Commissioner Heiser, to approve the June 18, 2025 minutes as presented. All voted aye, motion carried.

Motion by Commissioner Olson, seconded by Commissioner Kleemann, to approve the July 2, 2025 agenda with the following additions: Road Superintendent Wages, Jobs, Weed Department, tabled Historical Society and remove Halliday Fire/Ambulance. All voted aye, motion carried.

State Radio appeared to award Deputy Sheriff Sanders Operator of the Year. This award is presented for the work and cooperation between deputies, fire, ambulance and State Radio. There were 32 nominations this year. Deputy Sanders said a few words of thanks to State Radio, the Sheriff's Department and residents of the county.

Carl Rohde appeared for Civil Science to give updates on their projects. 92nd Ave. SW and 12th St. SW, 404 permits are secured. Bid openings and construction are anticipated for 2025. 16th St. SW, working on the 404 permit. 2026 projects, currently working on the field surveys, should be completed in the next few weeks.

Darin Schaeffer with Bartlett & West appeared to give updates on their projects. 14th St. SW has pay estimate #3 in the amount of \$211,249.92 for Schwartz Construction. Motion by Commissioner Olson, seconded by Commissioner Heiser to pay Schwartz Construction \$211,249.92 for pay estimate #3 on 14th St. SW. Upon roll call vote, all voted aye, motion carried. 99th Ave. SW, meetings went well with the State Historical Preservation Site. We will need to purchase 0.46 acres of credits in the amount of \$39,000.00. These credits are available from Ducks Unlimited. Motion by Commissioner Heiser, seconded by Commissioner Kleemann to purchase 0.46 acres of credits in the amount of \$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, the preconstruction meeting is being held today at the Killdeer Shop, looking at an August start date.

Jeremy Wood with Northern Plains Engineering appeared to give updates on their projects. 105th Ave. SW has pay estimate #4 in the amount of \$207,680.94 to Baranko Brothers. Motion by Commissioner Heiser, seconded by Commissioner Olson to pay Jensen Brothers \$207,680.94 for pay estimate #4 on 105th Ave. SW. Upon roll call vote, all voted aye, motion carried. 97th Ave. SW has pay estimate #2 in the amount of \$128,840.60 to Jensen Brothers. Motion by Commissioner Heiser, seconded by Commissioner Kleemann to pay Jensen Brothers \$128,840.60 for pay estimate #2 on the 97th Ave. SW project. Upon roll call vote, all voted aye, motion carried. Motion to bid for road paving on CP-13(23)02 by Commissioner Heiser, seconded by Commissioner Kleemann. Upon roll call vote, all voted aye, motion carried.

Terry Schwartzberger, Road Superintendent, presented Utility Permits. Murfin Drilling has 3 permits, 3 crossings at each location. Motion by Commissioner Heiser, seconded by Commissioner Kleemann to approve the Utility Permits as presented. All voted aye, motion carried.

Terry let the commission know that Trevor Hauck is now the shop foreman in Killdeer

Small projects are currently \$500.00 per parcel for the easements. Would like to increase to \$1000.00 per parcel for the easements. Motion by Commissioner Olson, seconded by Commissioner Kleemann to raise the small project to \$1000.00 per parcel for easements. Upon roll call vote, all voted aye, motion carried.

West Dunn Fire is in need of a command vehicle. The Road Department has a 2014 pickup they could donate. Motion to transfer the pickup to West Dunn Fire District by Commissioner Heiser, seconded by Commissioner Olson. All voted aye, motion carried.

Commissioner Heiser would like to suggest moving Superintendent Schwartzberger's salary to \$120,000.00 for an annual salary. Commissioner Olson would like to start at \$114,000.00. Motion to move Superintendent Schwartzberger to \$114,000.00 annual salary and reevaluate after six months by Commissioner Olson, seconded by Commissioner Heiser. Upon roll call vote, all voted aye, motion carried. Commissioner Dolezal could not be heard on Teams

McKenzie Bay Clubhouse spoke with McKenzie County, they will agree to a 60/40 split, McKenzie being 40%. McKenzie Bay Clubhouse will do the bid opening but would like to have it at the county. Commissioner Heiser will keep working with them to set the bid date.

Auditor Whittingham would like to make a correction to the May 21st minutes. In the CUP motion there was no mention of change for text amendment. This should be stricken and removed from the minutes. Motion by Commissioner Heiser, seconded by Commissioner Olson strike the wording and correct the May 21st, 2025 minutes. All voted aye, motion carried.

Auditor Whittingham presented five special event permits. Motion to approve the permits as presented by Commissioner Olson, seconded by Commissioner Kleemann. All voted aye, motion carried.

At 10:00 am, per call for bids, all qualified bids were opened for project #CP-13(25)08, Pinewood Meadows

- *Northern Improvement Co. \$606,777.00*

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

Carie Boster with JDA came with recommendations for the Young Farmers Grant based on feedback from the commissioners. Keeping the age range the same, 18-40 years of age, projects specific and material specific, purchased locally, priority would be first time applicants, 2nd priority would be past participants but buying locally, 3rd priority would be not buying locally. Suggested to keep \$50,000 max per individual dependent on available funding. Each year the JDA would ask for 1.5% of the GPT dollars and not come back to the commission for more funding. Commission agrees the program is good for the county. They will support the new criteria. Motion to accept the changes and new criteria to the Young Farmers Grant as presented by Commissioner Dolezal, seconded by Commissioner Olson. All voted aye, motion carried.

Matt Oase, City of Killdeer, appeared to get an update on a sidewalk from the high school to the new Cowboy Station or rodeo grounds. The City of Killdeer would like to talk about a cost share in the project. The biggest concern is where to place the sidewalk. The ask of the city is the county willing to participate in the project. Engineer Wood could help to determine the best place to put the sidewalk and what the scope of the project would be. Motion by Commissioner Dolezal, seconded by Commissioner Heiser to move forward with having Engineer Wood look into a design and move forward with the project. All voted aye, motion carried.

Matt Oase gave the commission an update on the shooting and trap range. The property has been purchased and progress with the project is good. He will get reports and send them over for the commission. He does have a draft JPA and will get that sent over for signing once it is finalized.

Matt Oase let the commission know that the city does have open positions for a Community Director and Park Board Director in Killdeer.

Northern Plains came back with the bid tabulation. All information was correct. Engineer Wood is recommending awarding the Pine Wood Meadows project to Northern Improvement for \$606,777.00. Motion by Commissioner Dolezal, seconded by Commissioner Heiser to award the bid to Northern Improvement for \$606,777.00. Upon roll call vote, all voted aye, motion carried.

Motion by Commissioner Olson, seconded by Commissioner Heiser to go into executive session. All voted aye, motion carried.

At 11:05 am the commission went into Executive Session to discuss the agenda item of the Danzeisen case.

Present in the executive session was Attorney Brian Schmidt, Commissioners Pelton, Kleemann, Heiser, Olson and Dolezal, Sally Whittingham, Terry Schwartzberger and Attorney Michelle Lang.

Motion to adjourn the executive session by Commissioner Olson, seconded by Commissioner Kleemann.
All voted aye and the executive session adjourned at 11:38 am

The regular session reconvened at 11:38 am

Sherry Adams with SW Health appeared to present the yearly update and discuss their budget. The budget will not increase this year.

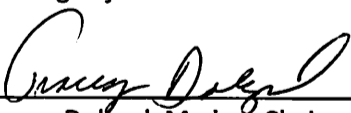
Motion by Commissioner Kleemann, seconded by Commissioner Olson, to approve the following vouchers as presented:

<u>GENERAL FUND (10)</u>			
WARRANT #:	TO:	FOR:	AMOUNT:
302618	Advanced Business Methods	Office Equipment	\$36.52
302618	Advanced Business Methods	Office Equipment	\$1,131.38
302619	Advanced Collision Center	Claim - Weed Pickup	\$5,143.72
302621	Avalos, Jonathan	Mileage/Meals	\$377.60
302624	Benz Oil	Fuel	\$4,456.62
302627	Cenex Fleet Fueling	Fuel	\$4,696.00
302630	Column Software	Publishing	\$466.64
302632	Dell Marketing	Microsoft Office	\$7,344.48
302616	eScribers	Transcript	\$16.25
302634	Farmers Union Insurance	Insurance Premium	\$59,661.00
302635	Forsgren Associates	Building Permits	\$1,067.23
302636	Garcia, Maria	Telephone expense	\$150.00
302638	Guenther, Lisa	Mileage	\$32.20
302640	Heiser, Allen	Mileage\Cell Phone	\$295.00
302647	Kutzler, Marilyn	Sheriff Equipment	\$66.00
ACH	Merriman, Pat	Salary	\$3,000.00
302656	Miller, Michael	Cell Phone	\$50.00
302657	ND School Boards Association	2025-26 Dues	\$200.00
302658	NDAAO	Membership/Registration	\$450.00
302659	NDACo Resources Group	Computers/Contracts	\$19,166.24
302661	North, Amy	Office Supplies	\$63.75
302664	NW Tire	Vehicle Maintenance	\$2,352.35
302666	One Source	Background Checks	\$52.00
302669	Quality Quick Print	VSO Flyers	\$234.00
302670	Service Pro	Vehicle Maintenance	\$130.81
302671	Sundeen, Ross	West Law Subscription	\$737.70
302675	Tyler Business Forms	Office Supplies	\$870.36
302676	Tyler Technologies	Annual Fees	\$40,952.50
302677	UKG, INC	Contract	\$72.00
302679	Verizon Wireless	Telephone	\$2,468.60
<u>ROAD (14)</u>			
302620	American Welding & Gas	Shop Supplies	\$112.91
302623	Baranko Brothers Inc	Road Projects	\$207,680.94
302625	Boss Office Products	Office Supplies	\$64.55
302631	Consolidated Telcom	Line Move	\$5,800.00
302633	Edward Schwartz Construction	Road Projects	\$217,849.17
302642	Hilfiker Service LLC	Contract Roadwork	\$7,087.50
302643	Hotsy Equipment Company	Shop Supplies	\$344.62
302644	JD's Fencing	Seeding	\$3,818.50
302645	Jensen Brothers Construction	Road Projects	\$128,840.60
302646	Kohler Communications	Radios	\$175.00
302648	Lapp, Michael & Kaylee	Easement	\$500.00
302650	Lawson Products Inc	Shop Supplies	\$503.92
302654	Metcalf Archaeological	Engineering	\$6,648.75
302660	Nelson Fencing	Fencing	\$46,508.20
302662	Northern Plains Engineering	Engineering	\$72,517.50
302667	Pomp's Tire Service Inc	Tires	\$7,450.79
302668	Pump Systems	Parts	\$393.36

302673	Swanston Equipment	Parts	\$5,937.54
302678	Val's Sanitation LLC	Portable Toilet	\$275.00
302679	Verizon Wireless	Telephone	\$342.16
302680	Wallwork Truck Center	Parts	\$21,370.12
302681	Western Ecosystems Tech Inc	Engineering	\$192.50
302683	Westlie Motor Company	Parts	\$1,228.46
<u>VETERAN SERVICE OFFICE (24)</u>			
302627	Cenex Fleet Fueling	Fuel	\$34.67
302679	Verizon Wireless	Telephone	\$82.05
<u>COUNTY AGENT (26)</u>			
302618	Advanced Business Methods	Office Equipment	\$254.53
302627	Cenex Fleet Fueling	Fuel	\$144.94
302649	Larsen, Christy	Cell Phone	\$50.00
<u>COUNTY PARKS (21)</u>			
302651	M & J Services-Jerry Storjohann Tree Maintenance		\$6,270.00
302652	M & J Services-Jerry Storjohann Tree Maintenance		\$5,636.00
<u>WEED (27)</u>			
302622	Badlands Trailers	Repairs	\$1,993.15
302627	Cenex Fleet Fueling	Fuel	\$2,568.90
302663	Nutrien Ag Solutions	Chemical	\$10,258.00
302668	Pump Systems	Repairs	\$1,060.75
302679	Verizon Wireless	Telephone	\$160.04
<u>DEM (29)</u>			
302679	Verizon Wireless	Telephone	\$47.04
<u>CAPITAL PROJECTS (40)</u>			
302637	Guardian Fleet Safety	Vehicle Maintenance	\$58,969.92
302674	Taylor Nursery	Bushes	\$756.00
<u>BUILDINGS (41)</u>			
302617	2K Electric LLC	Maintenance	\$4,629.44
302626	Braun Distributing	Supplies	\$73.10
302628	City Air Mechanical	Maintenance	\$8,500.00
302629	Clean Sweep	Vacuum	\$649.94
302639	Halliday, City of	Utilities	\$51.88
302641	HighPoint Construction	Roof Repairs	\$5,500.00
302653	Menards	Maintenance	\$6.57
302655	MGM Rural Sanitation	Garbage	\$602.61
302672	SVL Service Corporation	Maintenance	\$2,836.00
302682	Western Edge Painting	Halliday Shop Drywall	\$5,700.00
<u>24/7 FEES (05)</u>			
302665	Office of Attorney General	24/7 fees	\$1,570.00

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

Motion by Commissioner Olson, seconded by Commissioner Heiser to adjourn. All voted aye and the meeting adjourned at 11:54 a.m.


Tracey Dolezal, Madam Chair

July 16, 2025
Date

ATTEST:


Sally Whittingham, Auditor