

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

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

Others Present: Sally Whittingham, Terry Schwartzenberger, Jeremy Wood, James Kadrmass, Carl Rohde, Gary Kuhn, Dessie Calihou, LoAnn Roshau, Carrie Boster, Lisa Guenther, Ross Sundeen, Matt Johnson, Adeline Ingold, Julie Karey, Willard Tormaschy, Dean Burwick

Motion by Commissioner Pelton, seconded by Commissioner Olson, to approve the December 18th, 2024 minutes. All voted aye, motion carried.

Motion by Commissioner Kleemann, seconded by Commissioner Olson to approve the January 2, 2025 agenda with the following additions: Interstate Engineering Contract, Communications will be removed. All voted aye, motion carried.

Carl Rohde appeared for Civil Science to give updates on their projects. No major updates from the last meeting due to the holidays.

James Kadrmass with Interstate Engineering appeared to update the commission on their projects. No real changes over the holidays. Contract with Interstate Engineering will need to be approved. Motion by Commissioner Pelton, seconded by Commissioner Dolezal to approve the MSA between the county and Interstate Engineering. Upon roll call vote, Commissioners Heiser, Olson and Kleemann voted no, Commissioners Pelton and Dolezal voted aye. Motion failed.

Darrin Schaeffer with Bartlett & West appeared, via Teams, to give updates on their projects. No major updates due to the holiday break. Will have a meeting with the water board for the Manning Project next week.

Jeremy Wood with Northern Plains Engineering appeared to update the commission on the projects his firm is working on. Follow up from the 105th project. Mr. Dvorak has one parcel with two buildings on it. He would request \$20,000.00 in replacement costs for the north structure if it is impacted by the project. He would request \$50,000.00 for the south barn. We can design around them. The consensus of the commission is to design around the structures as not to disrupt the structures or the projects. Mr. Dvorak is okay with leaving the building and re-designing the road. Motion by Commissioner Pelton, seconded by Commissioner Olson to leave the buildings and re-design the road. All voted aye, motion carried.

Terry Schwartzenberger presented a utility permit for McKenzie Electric from 2nd street NW under the golf course road. Motion by Commissioner Pelton, seconded by Commissioner Kleemann to approve the permits as presented. All voted aye, motion carried.

The Road Department will get all of the county bids for 2025 out and have the opening on Feb 20, 2024.

Dessie Calihou, HR Director, would like to discuss the vacation hours for the Interim Superintendent, as well as the shop foreman for the Killdeer Shop. She would like approval to pay out their vacation or carry it over to the next year as they have not been able to use it this year. Motion by Commissioner Pelton, seconded by Commissioner Heiser to let the two road employees have the option of transferring vacation to the 2025 year or pay them out. All voted aye, motion carried. She would also like to discuss the wage of the Interim Road Superintendent as he is taking on more responsibilities. He should be moved up on the pay scale to reflect those duties and responsibilities. This would bring him to \$46.83 per hour with COLA. Motion by Commissioner Heiser, seconded by Commissioner Kleemann to increase his pay to \$46.83 as Interim Road Superintendent. All voted aye, motion carried.

Jason Reiss appeared to discuss a \$25.00 Notice of Construction. The Planning and Zoning Board will discuss and review codes at the next meeting.

Motion by Commissioner Olson, seconded by Commissioner Kleemann to remove the Dean Burwick section line from the table. All voted aye, motion carried.

Mr. Burwick appeared to discuss a section line boarding the Tormaschy property. The road is marked minimum maintenance. Mr. Tormaschy did fill out a permit and got approval from David Lym to do maintenance on the road. Assistant State's Attorney Sundeen gave the commission some background on

the matter. Motion by Commissioner Kleemann, seconded by Commissioner Olson to table until the next meeting to see what the county can do to help settle this issue.

Board recessed regular session and went into executive session at 11:12 am.

After the executive session the full commission reconvened the regular meeting at 12: 04 pm.

Auditor Whittingham presented a beer and liquor license for the Cowboy Station located by Killdeer. This will be for the 2025 year. Motion by Commissioner Kleemann, seconded by Commissioner Pelton to approve the 2025 beer and liquor license for the Cowboy Station. All voted aye, motion carried.

Carie Boster appeared to follow up on the JDA Board appointments. There are currently two unexpired terms, a one year and a two year. The board met and would like to suggest the following people to fill those terms. Teresa Presser two year unexpired and JoAnn Marsh to fill the one year unexpired. Jeff Simons also sent in an application after the due date. Carie would like to take this to the board to fill a full-term spot for him as well. They can have twenty people on the board, Jeff Simons would put them at sixteen. Motion to approve the appointments to the JDA Board as presented by Commissioner Olson, seconded by Commissioner Pelton. All voted aye, motion carried.

Chairman Dolezal noted that the executive session was held to discuss a letter the county received by Scott Bice's attorney. Also discussed was the indemnity offer that was made by Continental Resources in the event Dunn County was concerned about possible liability. Motion by Commissioner Dolezal, seconded by Commissioner Olson to accept Continental Resources offer to indemnify, defend and hold Dunn County harmless from and against any and all claims, demands, liabilities or causes of action related to or arising out of continentals unauthorized use of Mr. Bices dirt for improvement to the street. Upon roll call vote, all voted aye, motion carried.

Motion by Commissioner Heiser to table the offer and have an answer by the January 14th deadline seconded by Commissioner Olson. Upon roll call vote, Commissioners Kleemann, Pelton and Dolezal voted no. Commissioners Heiser and Olson voted yes. Motion failed. Motion by Commissioner Pelton to accept the offer to put the two miles of fence in a location of Mr. Bice's choosing. Upon roll call vote, Commissioners Olson, Heiser, Pelton and Kleemann voted yes, Commissioner Dolezal voted no. Motion carried.

Discussion about purchasing property for the Public Safety Center. The property is located on the South side of the Manning shop. Members of the Building Committee would like to ask permission to negotiate with the landowner. The committee will bring back the numbers to the Board of Commissioners.

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

<u>GENERAL FUND (10)</u>			
WARRANT #:	TO:	FOR:	AMOUNT:
301350	Balco Uniforms Co Inc.	Sheriff Uniforms	\$1,407.00
301351	Benz Oil Company	Sheriff Fuel	\$3,410.63
301352	Boss Office Products	Water - States Attorney	\$15.98
301355	Cenex Fleet Fueling	Fuel	\$4,217.69
301356	CHI St. Alexius Dickinson	Blood Draw	\$170.00
301357	Column	Dec. Publishing	\$319.96
301358	Dell Marketing, LP	VLA Office STD LTSC 2024	\$640.56
301361	Forum Communications	12-month subscription	\$215.89
301363	gWorks	Annual Fees 2025	\$13,403.00
301365	Heiser, Allen	Travel	\$46.90
301373	Jennifer Luetzow	Mileage April-Dec 2024	\$134.00
301371	Larson, Latham, Huettl Attorneys	Legal Fees	\$395.60
301374	Miller, Michael	Phone Reimb. - Dec	\$50.00
301376	National Association of Counties	Dues 1/1/25-12/31/25	\$450.00
301377	NDACo	County Dues 2025	\$19,775.00
301378	NDACo Resource Group	Computer/Monitors	\$3,527.07
301378	NDACo Resource Group	Service Contract 2025	\$115,419.12
301381	NW Tire	Vehicle Maintenance	\$2,562.89
301383	Prairie Auto Parts	Vehicle Parts - Sheriff	\$16.49

301384	Quality Quick Print	Name Plates	\$198.00
301385	Red Rock Ford of Dickinson	Vehicle Maintenance - Sheriff	\$322.26
301386	Runnings Supply Inc.	Sheriff - Wiper Blade	\$24.98
301389	Shred ND	Shredding Bin Disposal	\$141.90
301390	Sundeen, Ross	Monthly Charges - Dec 2024	\$777.70
301391	Tyler Technologies, Inc.	School ERP Pro	\$1,750.00
301392	Verizon	Nov.-Dec. Cell Phones	\$2,400.44
301393	Ward County Auditor/Treasurer	Annual Dues NDACO (Preskey)	\$400.00
<u>ROAD & BRIDGE (14)</u>			
301354	Capital One Trade Credit	Shop Supplies	\$380.07
301360	Factory Motor Parts Co.	Parts	\$261.74
301362	GARD Specialists	Tools	\$207.65
301367	Hutz Welding Service	Parts	\$476.29
301368	Interstate Engineering	Engineering	\$21,935.88
301372	Lawson Products Inc	Shop Supplies	\$230.81
301375	Mr. Sunshine Upholstery	Parts	\$35.00
301379	NDLTAP-UGPTI/NDSU	Training	\$25.00
301381	NW Tire	Parts	\$694.70
301382	Pomp's Tire Service Inc	Parts	\$10,836.89
301387	Sax Customs	Grip Steps on 3 trucks	\$2,025.00
301388	Sax Motor Company	Parts	\$3,712.85
301392	Verizon	Nov.-Dec. Cell Phones	\$406.19
<u>VETERAN SERVICE OFFICE (24)</u>			
301355	Cenex Fleet Fueling	Veterans Van Fuel	\$39.59
301359	Duttenhefer, Eugene	Veterans Van Driver Pay	\$213.00
301392	Verizon	Nov.-Dec. Cell Phones	\$82.05
<u>COUNTY AGENT (26)</u>			
301355	Cenex Fleet Fueling	Fuel	\$70.88
301370	Christy Larsen	Cell Phone-Dec	\$50.00
301369	Kirsten Kukla	Cell Phone-Dec	\$50.00
301380	NDSU Ag - Dept. 3110	Farm Record books	\$120.00
<u>SWMCCC (19)</u>			
301393	Ward County Auditor	Nov. Inmate Billing - Ward County	\$1,080.00
<u>WEED CONTROL (27)</u>			
301392	Verizon	Nov.-Dec. Cell Phones	\$160.04
<u>DEM (29)</u>			
301386	Runnings	Misc. - Trailer Repair	\$5.49
301392	Verizon	Nov.-Dec. Cell Phones	\$47.04
<u>BUILDINGS (41)</u>			
301351	Benz Oil company	Propane	\$5,126.50
301353	Braun Distributing	Janitor Supplies	\$492.95
301364	Halliday, City of	Water, Sewer, Garbage -Halliday Shop	\$46.26
<u>CAPTIPAL PROJECTS (40)</u>			
301366	Highlands Engineering	Site Survey - Public Safety Building	\$4800.00

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

Motion by Commissioner Kleemann, seconded by Commissioner Olson to adjourn. All voted aye and the meeting adjourned at 12:36 a.m.

Tracey Dolezal, Madam Chair

January 15, 2024
Date

ATTEST:

Janet Lorenz, Deputy Auditor