

I. CALL TO ORDER

President Scott Decker called the meeting to order at 4:30 PM

II. ROLL CALL

Present were: President Scott Decker, Vice President Robert Baer
Commissioners Jason Fridrich, Joe Ridl and Russ Murphy.

Telephone: None

Absent: None

PLEDGE OF ALLEGIANCE**1. ORDER OF BUSINESS**

MOTION BY: Joe Ridl

SECONDED BY: Russ Murphy

To approve the January 20, 2026 meeting as presented.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

2. CONSENT AGENDA

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

A. Approval of the City Commission Meeting Minutes dated January 20, 2026

B. Approval of Accounts Payable, Commerce Bank and Checkbook

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

3. ADMINISTRATION/FINANCE**A. Tobacco Compliance – Vapes and Cenex General Store**

City Administrator Dustin Dassinger states recently a citywide compliance check of retail tobacco outlets in Dickinson, two licensed establishments, Cenex General Store and Vapes were found to be non-compliant with tobacco sales regulations. The compliance checks were conducted in coordination with the Southwest District Health. This took place on December 22, 2025. He states due to Cenex General Store's first offense they shall receive a written warning for a first offense. The Municipal Code further states that if the agent or employee does not possess a server training certificate card at the time of the violation, the city shall assess an administrative fine in the amount of \$500.00 against the licensee.

City Administrator Dustin Dassinger states in regards to Vapes and failing the tobacco compliance check on December 22, 2025. The records provided to the city; this violation represents the establishment's third violation within the last 24 months. The administrative fine will be in the amount of \$2,000.00. The City shall further suspend the licensee's license and authority to sell tobacco products for no less than four days or revocation of license. City Administration has determined that the appropriate enforcement action is a suspension of the sale of tobacco products for Vapes on the following dates: February 13, 2026, February 14, 2026, February 15, 2026, February 16, 2026.

Commissioner Robert Baer questions who determined the dates of closure.

Administrator Dassinger states Administration chose those dates as it is fairly busy over the weekend.

B. Job Description – Title and Registration Coordinator/DMV

Deputy City Administrator Linda Carlson states the following the separation of the Branch Office Manager at the Motor Vehicle Department the operations have continued under the oversight of the Deputy City Administrator. As part of reviewing the long-term organizational structure, the city evaluated whether a full managerial position is currently necessary or whether a lead-level role better aligns with operational needs. Ms. Carlson presents a reclassification of the former manager position to Title & Registration Coordinator. Ms. Carlson reviews the scope of authority, operational need, lead vs. manager and risk management of this position. This position will be a Grade 13 and non-exempt. She states at this time this department needs someone to do the coordinating and just be the person to go to.

MOTION BY: Jason Fridrich

SECONDED BY: Russ Murphy

To approve the Reclassification of the Title and Registration Coordinator for the DMV.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

4. PUBLIC WORKS

A. High Lift Wheel Loader Purchase

Interim Public Works Director Jacob Waldo asks for an approval of a high lift wheel loader purchase. He states this was budgeted in 2026 for the streets division. Two bids were solicited and opened on December 23, 2025. Director Waldo states after review of the bid documents it is the recommendation of Public Works staff to proceed with the purchase of the Cat 926 loader from Butler Caterpillar for a total cost (after trade) of \$201,200. He states this new piece of equipment will replace a 2007 Cat 924G high lift wheel loader currently in utilized by our streets division. The budgeted amount for this purchase was \$270,000 on a 5-year lease.

Commissioner Jason Fridrich questions when the City writes bid specs that obviously exclude certain brands. John Deere is not going to make a loader that has sliding windows but does make one that is comparable to this one. They are the low bid that helps but would we accept something that had exceptions.

Director Waldo states they do not write out any particular vendors. Sometimes those things do end up happening. This is written of what the equipment that we already have. He states the electrical connection – fitting in with the attachments that we have and not have to buy ½ dozen new attachments. Exceptions were reviewed and look at what was the most valuable option. Effort trying not to write out any particular vendor. For example, pickups – 4-wheel hub lockout and that got pulled a decade ago.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To approve the purchase of the high lift wheel loader from Butler Caterpillar.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

B. Emergency Landfill Closure Task Order

Interim Public Works Director presents an annual task order for Houston Engineering. This task order is to provide engineering services to support the permit renewal and eventual closure of the Emergency Inert Landfill located south of 8th St SW. This task order includes development of all design work for the closure of the facility and bidding support services, as well project coordination and regulatory assistance. The total cost is \$125,000 and was budgeted for this project in 2026 CIP and the task order is \$123,631.

This task order has been reviewed by the City Attorney; Public Works staff recommends approval.

Commissioner Russ Murphy questions when the last time this landfill was utilized and does this have to be monitored.

Director Waldo states at this time the City has plenty of room at the current landfill. Also, this is an inert site and does not need to be monitored.

President Scott Decker states that when this closes it will be turned into park land. There is wet land marsh right there also.

MOTION BY: Russ Murphy
To approve the emergency landfill closure task order with Houston Engineering.

SECONDED BY: Jason Fridrich

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

C. Public Works Monthly Report

Interim Public Works Director Jacob Waldo presents the January highlights for Public Works. He reviews the holiday decorations removal and storage – replace the last of old-style decoration with tinsel and glass, transitioned to LED decorations. He reviews lift station 11 which was decommissioned in January. This is located south of Taco Johns. The city was able to shut lift station without losing any capacity will save us tremendous labor, replacement and electricity cost. Solid Waste Department was voted best garbage service for 3 consecutive years. Current initiatives are the annual report for NDDEQ; snow and ice control, cold patching major roadways, and other activities. He reviews upcoming event such as the inert landfill; Water Reclamation Facility UV system teardown and rebuild. He states 30% of the ash tree population and 30% of the elm trees is ash mitigation.

5. PUBLIC SAFETY

A. Fire

No Report

B. Police

A. Quarterly Report – Police Department

Police Chief Joe Cianni presents the Police Departments 4th quarter report from 2025. He states dispatch had 724 - 911 calls; calls for service 2,261 calls for service each month. This is the 2nd highest number of calls since 2018. Traffic 483 traffic stops each month, 216 citations; accidents 83 average; 1 fatality accident in town and assisted with one just outside of city limits. Arrests 144 made each month average; most associated with alcohol or some type of violence; over 9 felonies investigated. Criminal investigations had 71 new cases each month average and closed out 51. Cases – burglaries, sex crimes, deaths, and others. Criminal investigations – top 3 are 44 sex offender status checks; 40 search warrants and 28 theft/fraud. Have 2 high risk offenders in the city. Behavioral health had 83 calls with majority calls with welfare checks. He states training were 432 post hours; 114 non-post and 546 total hours. Animal shelter 146 calls for service. End of 2 dogs and 5 cats – remained at the end of the year. SRO was busy with DSU with 4; high school – 63; middle 29 and elementary school 62 investigative report. Truancy, vaping, fighting. There were several community events held this past quarter. Police Chief Cianni is proud to say the Dickinson Police Department has 12 Veterans that serve on the dept.

Thanksgiving community lunch had several PD employees and families – over 800 people at DSU. Shop with a cop over 55 kids. Longevity – Mike Legler 15 years; Cori Wallace 10 and Tenille Weyer 10 years. Kim McGarvey – 20 years of service and has now retired. Heroes ball coming up on 4/10/26. He states to get your tickets as this does sell out.

6. COMMUNITY DEVELOPMENT SERVICES

A. Introduction of Project Engineer – Daniel Minor

Engineer and Community Development Director Joshua Skluzacek introduces the City's new Project Engineer Daniel Minor. Mr. Daniel Minor states he is excited to be working for the City of Dickinson and improving the City as he sees fit.

B. Chapter 62 – Industrial Off-Street Parking Standards

City Planner Natalie Birchak states the City is requesting a zoning text amendment. This amendment is in regards to off-street parking design standards to prevent scoria and dirt from being considered finished surfacing within City limits and to add a requirement for a 50-foot minimum paved area from the right-of-way for any unpaved parking areas. The intention of this amendment is to limit dust generation, track out, and erosion from industrial parking areas and to prevent maintenance issues from tracking debris into the rights-of-way or stormwater drains.

MOTION BY: Jason Fridrich

SECONDED BY: Russ Murphy

To approve second reading and final passage of Ordinance 1846.

ORDINANCE NO. 1846

AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 62, RELATING TO INDUSTRIAL OFF-STREET PARKING AND TRAFFIC CIRCULATION AREA STANDARDS AND SPECIFICATIONS

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

C. 2026 Utility and Street Improvement NDDWR Letter of Support

Engineer and Community Development Director Joshua Skluzacek presents a letter of support for approval to the North Dakota Department of Water Resources (DWR) grant application regarding the 2026 Utility and Street Improvements project. The project is anticipated to replace approximately 4,100-feet of existing 6-inch watermain with new 8-inch PVC watermain. The project is included on the 2025-2027 DWR Water Development Plan which increases the probability of successfully being awarded the grant. The municipal water supply cost share maximum is 60% from the DWR, and 40% from the City of Dickinson. Based on the current estimates, this grant application is anticipated to be for \$3,200,000, and the City of Dickinson cost share is estimated to be \$6,000,000 due to some of the pavement and other miscellaneous costs not being eligible for the grant. Both construction and construction engineering costs are eligible cost share items. The City Engineering staff recommends approval.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

To approve 2026 Utility and Street Improvement NDDWR Letter of Support

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

D. Various Intersection Analysis Task Order Award to Civil Science Infrastructure

Engineer and Community Development Director Joshua Skluzacek presents for consideration a task order with Civil Science Infrastructure, Inc. to perform engineering services for the City of Dickinson Project Number 202614, the Various Intersection Analysis project for a time and materials fee as specified in the task order of \$79,936.00. Director Skluzacek reviews the scope of work in regards to State Avenue: Empire Road,

12th Street West, 15th Street West, and 21st Street West. The primary scopes of services for each intersection will be: traffic counts, warrant analysis, mitigation alternatives, and a summary of findings report.

MOTION BY: Russ Murphy

SECONDED BY: Joe Ridl

To approve the Various Intersection Analysis Project Task Order award to Civil Science Infrastructure, Inc.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

E. Monthly Report

Engineer and Community Development Director Joshua Skluzacek presents the Community Development monthly report. He compares the development applications with previous years. He is quite pleased with planning staff. He reviews the developed and standardized application meeting. Process quality applications and move them through as reasonable through the process. There were 6 development application for the 2026 calendar year; 1 preliminary plat, zoning map amendment and 4 zoning text amendment, and 7 development meetings. The city is working with Gate City Bank with revitalization Dickinson. Building and codes had a number of permits paid and picked up for the City of Dickinson and out of city limits. He reviews many of the happenings in the department to include bid openings, flex funding and grants awarded. The city hired Ryan Fell to start working in March for the GIS Tech position.

7. PUBLIC HEARING – 5:00 P.M.

A. Public Hearing – Chapter 20-3 – Floods Ordinance Amendment

Engineer and Community Development Director Joshua Skluzacek presents a Chapter 20-3 amendment with Senate Bill 2027 (SB 2027) which took effect on August 1, 2025. SB 2027 made several changes to North Dakota Century Code related to floodplain management authority. The North Dakota Department of Water Resources (NDDWR) has determined the specific statute authorizing communities to regulate floodplains has changed. As a result, each North Dakota community is required to update their floodplain management ordinance to ensure compliance with the State and Federal Law. Communities failing to update their ordinance by June 1, 2026, may be suspended from the National Flood Insurance Program. The City Engineering staff recommends approval.

President Scott Decker opens the public hearing at 5:05 p.m. Hearing no public comments, the public hearing is closed at 5:06 p.m. and the following motion is made.

MOTION BY: Robert Baer

SECONDED BY: Russ Murphy

To approve first reading of Ordinance No. 1847

ORDINANCE NO. 1847

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 20-3 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO FLOOD PLAIN MANAGEMENT

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

9. PUBLIC COMMENTS NOT ON AGENDA

None

10. COMMISSION COMMENTS

None

11. ADJOURNMENT

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

Adjournment of the meeting was at 5:20 P.M.

DISPOSITION: Roll call vote... Aye 5, Nay 0, Absent 0
Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

Rita Binstock, Assistant to City Administrator

APPROVED BY:

Dustin Dassinger, City Administrator

Scott Decker, President
Board of City Commissioners

Date: February 17, 2026