

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: Russ Murphy
To approve the November 18, 2025 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: Joe Ridl

A. Approval of the City Commission Meeting Minutes dated November 4, 2025

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. Special Assessment Committee Appointment

City Administrator Dustin Dassinger states staff conducted interviews for the positions on the Special Assessment Committee. The following individuals demonstrated qualifications and responsibilities to support the Special Assessment Commission. Administrator Dassinger recommends the following individuals for staggered terms. Trevor Ernst, Adam Brezinski, and Suzi Sobolik.

MOTION BY: Russ Murphy
To approve the appointment of Suzi Sobolik, Adam Brezinski and Trevor Ernst to the Special Assessment Committee.

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

B.City Administrator Annual Performance Review

President Scott Decker states City Administrator Dustin Dassinger contract states an annual review is needed. President Decker states Administrator Dassinger is the only employee the City has a contract with and is a direct employee. He states Mr. Dassinger's evaluation came in with very high marks. Overall score met and exceeded what is needed and exceeded for performance review pay increase. President Decker reads some of the comments such as Mr. Dassinger is doing an excellent job with keeping up to date with policy and procedures and takes items on head on. His work production is always high quality and provides detail to commission. Tons of positive comments from community

with maintaining relationship with self-motivated, excellent at conveying commission intent. President Decker states some comments were to work and develop his skills with his relationship with Executive Team and other city employees. President Decker states it is another great year Mr. Dassinger and thanks him for providing service to City Commission and the community of Dickinson.

City Administrator Dustin Dassinger states he is looking forward to accomplishing more goals and items. Enjoy working with Commission and community.

MOTION BY: Robert Baer
To approve the pay increase for Administrator Dustin Dassinger.

SECONDED BY: Joe Ridl

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

C. Chapter 6 Ordinance Amendment

City Attorney Christina Wenko presents for a second reading Ordinance 1839. This ordinance changes are to essentially clarify and add existing verbiage to this section. Clarification purpose does not include school operating out of the private residence. No chickens in the city of Dickinson. She states this helps us deal with enforcement issues when this issue arises. No changes from first reading and staff recommends approval.

MOTION BY: Russ Murphy
To approve second reading and final passage of Ordinance 1839.

SECONDED BY: Jason Fridrich

ORDINANCE NO. 1839

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 6-81 OF CHAPTER SIX OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO FARM ANIMALS, LIVESTOCK, RESTRICTIONS ON KEEPING, ETC.

DISPOSITION: Roll call vote...Aye 4, Nay 1 (Ridl), Absent 0
Motion declared duly passed

D. Legacy Square 2026 Concession Liquor License Bid

City Administrator Dustin Dassinger states the City of Dickinson requested bids for the Dickinson Legacy Square 2026 Concession liquor license. The minimum alcohol license bid for Dickinson Legacy Square remained at \$3,000. The City received two bids which were from Bernie's Esquire Club and All In Events and Catering. The highest bidder was Bernie's esquire Club in the amount of \$6013.00. City administration recommends the award of the Legacy Square 2026 Concession liquor license to Bernie's Esquire Club.

MOTION BY: Jason Fridrich
To approve the award of the 2026 Concession Liquor License bid to Bernie's Esquire Club.

SECONDED BY: Russ Murphy

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

E. Monthly Financial Report

Deputy Finance Director Katie Greenwood updates the Commission with the October Financial Report. The general fund shows \$11.5 million; 1% sales tax up and seeing effects of new business, \$824,000 for 1% sales tax. These figures are up over last year. Hospitality tax up overall. Oil impact just under last year \$1.47 million. Under last year revenue. Oil and gas GPT - September \$174,475 month for airport infrastructure fund.

She discusses the general fund summary which is right on track with revenues and expenses. Utility revenue is also right on track.

F. HR Monthly Report

HR Director Shelly Nameniuk updates the Commissioners on the open positions for the City of Dickinson.

4. PUBLIC WORKS

A. Voluntary Special Improvement – Water Service Line Replacement for 1513 1st Street West

Public Works Director Aaron Praus presents a resolution for a voluntary special assessment for the water service line replacement for the property owners at 1513 1st Street West. He states the estimated cost for the water service line replacement is \$3,149.75. The terms for the special assessment will be 3.7% interest over a 10-year term. This is voluntarily requesting the water service line be replaced and assessed to the property. Public Works staff recommends approval.

MOTION BY: Robert Baer

SECONDED BY: Russ Murphy

To approve the Voluntary Special Improvement Water Service Line Replacement for 1513 1st Street West, Dickinson, ND.

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

B. Public Works Quarterly Report

Deputy Public Works Director Jacob Waldo presents the 2nd and 3rd quarterly report. He states in January will have new report for statistics 2 times a year and then a monthly shorter report monthly. Mowed and trimmed 705 acres; contracted with drone spraying. Using drone spraying is 6 days of work for the team which can get done in one day. Building and grounds maintenance had 373 work orders. Forestry – 75 replacement seedlings at WRF; 7 boulevard trees and 4 trees at PW. Blake and crew did fantastic work keeping beautiful. Tree boxes – covered 5 locations north of parking lot of old city hall. He states solid waste recycling stays around 4% total waste; household waste includes in the city and entire surround area. Scale visits – uptick. Reviews street material and expenses. Water utilities – consumption from SW water as a city – down considerably from last year credited back to the amount of rain we had gotten. Utility billing work orders significantly higher at 1547 – project to replace all the meters in the city of Dickinson. Wastewater main project 41,000 feet of sanitary sewer line televised in support of 2026 projects. Condition of sewer line under the streets. Upcoming campaign – over winter engineering team has agreed to assist in upgrading and enhance preventative-maintained program. Reviews new employees. Sitting in a very good spot for recruiting and retention.

President Scott Decker and Commissioners thank Mr. Waldo and staff for all the hard work.

5. PUBLIC SAFETY

A. Fire

No Report

B. Police

1. Back the Blue

Police Chief Joe Cianni states this past legislative session has resulted in the Dickinson Police Department receiving a grant of \$64,543.56 in Back the Blue appropriations. These funds were allocated exclusively as retention bonuses for sworn staff or for tuition and fee payments associated with currently hired sworn trainees. These funds cannot be used to supplant or enhance exhibiting local funds that have already been budgeted. Chief Cianni is recommending a holistic, equitable approach toward retention and longevity

recognition. He states 75% of the funds will be distributed equally amongst sworn staff and the remaining 25% used to recognize longevity within the department. This distribution ensures both equitable recognition of Current service and incentive for continued commitment to the department.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

To approve the Back the Blue Distribution.

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

6. **COMMUNITY DEVELOPMENT SERVICES**

A. Baler Building Guaranteed Maximum Price Contract at JE Dunn

Senior Engineer Kris Keller presents for consideration is a contract for a Guaranteed Maximum Price construction contract with JE Dunn. JE Dunn was selected as a Construction Manager At-Risk this building project. As such, JE Dunn has provided construction estimates and suggestions to improve the value of the project. He states there were 72 separate bidders, on 24 separate bid packages. An 83% of the dollar value of the contracts is Local Contractors. The proposed project would start May 1, 2026 with the scale house operational by November 2026 and the entire project substantially complete by July 2027. The GMP for this project is \$10,843,057. The City Attorney has reviewed the contract amendment. The City Engineering & Public Works staff recommend approval.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To approve the Baler Building Guaranteed Maximum Price contract with JE Dunn.

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

B. Federal Highway Administration Urban Federal Aid Maintenance Certification

Engineer and Community Development Director Joshua Skluzacek presents a letter for consideration is the 2025 Maintenance Certification for Urban Federal Aid Projects which is a requirement from the Federal Highway Administration and North Dakota Department of Transportation related to projects that have received Federal Aid. The maintenance certification states all federal aid street projects have been inspected and are being maintained in a good and safe condition for general public use. The city engineering and public works staff recommends approval.

MOTION BY: Jason Fridrich

SECONDED BY: Russ Murphy

To approve the Federal Highway Administration Urban Federal Aid Maintenance Certification.

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

C. Highway 22 and 8th Street SE DWR Letter of Support

Engineer and Community Development Director Joshua Skluzacek presents a letter for the City of Dickinson is in support of the North Dakota Department of Water Resources (DWR) grant application regarding the PCN23691 HWY 22 & 8th St Project. The project is anticipated to replace approximately 250-feet of existing 6-inch watermain with new 8-inch PVC watermain where the new round-about is to be constructed. By replacing the existing watermain under the new pavement, the risk is reduced of future watermain breaks that could damage the new pavement surface. The City of Dickinson appreciates the opportunity to apply for the municipal water supply grant through the DWR. The grant will allow the City to provide safe and adequate drinking water to our citizens for years to come.

MOTION BY: Joe Ridl

SECONDED BY: Robert Baer

To approve the Highway 22 and 8th Street SE DWR Letter of Support.

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

D. West Business Loop DWR Letter of Support

Engineer and Community Development Director Joshua Skluzacek presents for consideration is letter of support for the North Dakota Department of Water Resources (DWR) grant application to authorized the City of Dickinson to submit the project grant application. One of the scopes of work for the project is to extend two segments of new watermain a total of approximately 300-feet with new 8-inch PVC watermain where the I-94 West Business Loop is to be re-constructed. The municipal water supply cost share maximum is 60% from the DWR, and 40% from the City of Dickinson. It is the goal of the project to extend the existing watermain under the new pavement to the westerly right-of-way line to provide municipal water supply to future development on the west side of the road. By extending two watermain lines, the system will be looped within the future development area without damaging the new pavement to be installed with this project. Based on the current estimates, this grant application of all eligible items is anticipated to be for \$160,000. The ND DWR cost share is estimated to be approximately \$96,000 and the City of Dickinson cost share is estimated to be \$64,000. Both construction and construction engineering costs are eligible cost share items. The City Engineering staff recommends approval.

MOTION BY: Joe Ridl

SECONDED BY: Russ Murphy

To approve the West Business Loop DWR Letter of Support.

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

E. 2026 Road Maintenance – Task Order Amendment for Civil Science Infrastructure, Inc.

Engineer and Community Development Director Joshua Skluzacek presents for consideration is a task order amendment with Civil Science Infrastructure, Inc. to perform storm water modeling and storm sewer plans for the City of Dickinson Project Number 202601, 2026 Road Maintenance project for an hourly fee as specified in the task order amendment of **\$19,094.00**. The original task order included only replacing the Kuchinski Drive Stormwater Outfall from Kuchinski Drive to the Heart River from the existing 18-inch main to a 24-inch main as per the City of Dickinson Storm Water Master Plan May 26, 2016. After further review of the existing storm sewer system and preliminary stormwater modeling, it has been determined the existing 18-inch main in Kuchinski Drive is undersized and will need to also be upsized to a 24-inch main. This will include approximately 850-feet of new 24-inch stormwater main will be replaced with the project. The existing storm drain inlets have also been reviewed and determined to be insufficient being they are flat grates that have a significantly reduced intake capacity vs. a new storm drain inlets. The total estimate cost for the approximately 850-feet of new 24-inch stormwater main and new storm drain inlets is approximately \$350,000. The project was included on the 2025 Capital Improvement Plan budget funded through Gross Production Tax. The City Engineering staff recommends approval.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To approve the 2026 Road Maintenance Task Order Amendment with Civil Science Infrastructure.

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

F. Monthly Report

Engineer and Community Development Director Joshua Skluzacek presents for the Commission an updated monthly report to include 27 individual development applications with 17 total lot modifications. He states it has been busy throughout this year. There were 6 applications for Dickinson revitalization program. The City has had 34 development meetings. Building and codes – building permits and splits between commercial and residential, city and in stark county. Reviewed projects for engineering. A number of projects are wrapping up and near completion. Notable items – finish reviews for 2027 road maintenance projects, watermain projects. Etc. He states the team's goal is to get those task orders in front of city commission before end of year. Mann's dam and east Broadway dam – public engagement meeting on 12/3. GIS working on GIS Tech position and try to work to recruit for that. Director Skluzacek states the signal lights that have not been working were a – specific case, unique features had openly broke inside the cabinet for 12 Str and Highway 22. . Pulled some of traffic signal box and moved to higher traffic areas. Looking on getting on all of that fixed. He also states the City has not had any news as of date on the roundabouts and being able to put signs in them. Definitely be sure to check with district office in Dickinson. Rob Rayhorn is leading charge looking at what or if standards could be put in roundabouts such as entrance signs or sorts. District engineering's were assigned to look like if this was approved.

7. PUBLIC HEARING – 5:00 P.M.

A. Public Hearing – Rezoning Request – Winn Heart River 4th Rezone

City Planner Natalie Birchark states the applicant is requesting the approval of a zoning map amendment from Low Density Residential (R-1) to Medium Density Residential (R-2) for Lots 32-36 of Block 1 of the Heart River Fourth Subdivision, located within the City of Dickinson. The purpose of this rezoning is to allow for the construction of three four-unit multifamily residential buildings, which would also require a future replat of the property. Planner Birchak states staff recommends approval of this rezoning request. The property is generally located on the southwest corner of 7th Street Southwest and 2nd Avenue Southwest, and it is legally described as Lots 32-36, Block 1, of the Heart River Fourth Subdivision, located within the SE1/4 of the SE1/4 of Section 9, Township 139 North, Range 96 West, of the 5th Principal Meridian, City of Dickinson, Stark County, North Dakota.

President Scott Decker opens the public hearing at 5:05 p.m.

Presley Krebs has a strong opposition of lots from R1 to R2. Negatively impact. Lots are part of single-family area. Transient residence makes it difficult for neighbors to make long term relationship. Strain on emergency services. Potential minor crime and safety. R2 brings more vehicles for lots and this increased congestion and increase problems for pedestrians, etc. Higher density increases water usage and need. Working for temporary housing could need more inspections. Need stable neighborhoods. It is now single-family dwelling. This is not in alight for long term visions. Rezoning could increase traffic, noise and disrupt community ability. Transited risk, traffic concerns, create legal challenges, please think about this as your back yard.

Larry Iverson has 35 years of inspecting houses and appraising them. Correlation to these kind of developments in single family residence. Planning board states all special assessments will be paid by developer. If something needed to be upgraded it would be paid for by the developer in the future. He questions will future upgrades going to be paid by developer? That building has excess traffic, water, waste then they would be responsible by the owner. Mr. Iverson in the valuation, we all agree that nobody will want to build or buy next to apartment complex. Will the city decrease the taxes in this area and determine that if they are near the building of apartment? The increase of traffic in multifamily causes issues too. He states in the code for rezoning it states for the general

welfare of the residence of the area. That is the biggest point that goes around. General welfare of everyone in the area.

President Scott Decker states there is capacity in the lines right now for water, wastewater or storm. President Decker states the city is not going to agree to any special consideration because R2 and commercial are in the neighborhood. Area would be valued by the city as assessed or in a normal process. The City is not going to agree to any special valuation in the neighborhood. It is based upon on what the houses are being sold for in the area.

Kayla Fischer and Ryan Fischer discuss the creek on 8th Avenue SW which is just to west of location. They say that it quite often floods and increasing building on that section of land will create run off on that road. Recently maybe an inch of rain it was half flooded. The water goes from 7th and don't know where that water will go and see if anyone had any thoughts about it. Ryan states they have a 4-year-old and 2-year-old. Traffic is crazy. When you call and nothing happens. We fully disagree and every lot. Sixteen units and very unfortunate to see a garage out your front window. It is obviously everyone likes a little open space. Green open area close to your house good for mental and general wellbeing. I don't think the apartments would be the best idea. She does not agree with that. A house would be great right there. Quonset would be good as neighbors.

City Engineer Josh Skluzacek states the creek of the west is located within the flood plain and we will be looking at with plan submittal. Rezone is allowable uses but not specific other details. Not a requirement for a rezone. When we look R1 to R2 and not exact site plan or numbers but overall difference of development compared to drainage system, must of it comes from out of city limits to this area. Engineer Skluzacek states with the new infrastructure the developer would be responsible for the sidewalks.

Commissioner Russ Murphy states the drainage under 8th Avenue SW. He states this is his backyard and most of drainage comes from south. It comes from south of the inner dam back there. So, when it floods that is when I have water in my backyard. Maybe one time in the spring. Usually, the water comes from the south. He states even if this was R1, comment on specials on the road, sidewalk specials would this happen anyway.

Dylan Chock lives adjacent of property to being rezoned. Do you want more apartments built in your backyard? The vast of neighbors not supporting. Vacancies of apartments all over the town. Not a need for this. I don't know why we would want to see any of these rezoned. More new investment would benefit neighbors of R1 and not an R2.

Mary Adsero whose backyard facing proposed rezoning. Increased traffic flow. This will empty onto 7th Street SW. parking requirements are 2 spaces for every unit and will flow onto the street but also 2nd and 7th street. Property value will go down with an apartment building. They will be looking over fence if 2 level. Stop R2 zoning. Neighborhood cannot spot that. It increases the traffic and trash. Tired of the trash. Went throughout this in 2010. Through this before. 9 units on 7th street sw. we don't need 3 more apartments in this area. We are going to be required to put in sidewalks, it is going to be half street. Electrical lines that feed the Quonset. All the emergency services needed and who is going to clean the road. Not one advantage I can come up for the neighborhood. She states what does the City think she is going to get for my house with an apartment complex behind it. Neighbors would like to buy those lots and this would cure a lot of problems.

Cassandra McQuarter reference of R2 that is in the neighborhood because they are requiring more. The developer is going to have certain candidates living. Impacts other resources. Not the community I have chosen to make home.

Kevin Praus who lives across the street states this is a school route, very busy during the day, fire route and plenty of traffic day and night. We all voted against this. Keep it R1 in our neighborhood. Apartment housing off of 8th and why not put some more over there.

Commissioner Robert Baer questions why Mr. Winn couldn't make it an R1 work and put small single-family dwellings verses a large apartment complex.

City Planner Natalie Birchak states his concern is Having 12 units generating the rent – main concern other than 5 single family homes.

Commissioner Joe Ridl states the layout is going to be way over to the west. Trail to Quonset, what is going to happen and how they going to go into the Quonset with trailers. Middle Quonset owner put up no trespassing signs.

Planner Birchak states this is private property. Quonset owners from north they could put a fence and could stop across the way it is. Guaranteed way is public right away is on east side. West side is not current access point.

Commissioner Jason Fridrich states this was mulled this over at P&Z, special forum regarding this. What it all comes down it fits into our city ordinance, code, adjacent R2 to this property. Questions about single family residence. You won't get anyone to buy houses next to these Quonsets. The feasibility into single family residence lots will be cost prohibitive. We have a developer willing to pick up all the costs. Apartments would not be vacant and able to send down the road. The best use of this property is some kind of multi-family dwellings. My opinion. P&Z does meet all our ordinances and development guidelines. Property going to sit there and remain vacant. They have been for sale for 15 years. How did Winn know this was for sale? People want to move closer to their business. No one is going to build a house next to a bunch of 50 year old Quonsets.

Dylan Chock states Commissioner Fridrich is a proponent for this project. He questions Commissioner Fridrich if he has worked with Winn Construction in the past. He states if he has done business with Winn in the past and being a proponent and they are going to directly benefit Commissioner Fridrich. Is this not a conflict of interest?

Commissioner Jason Fridrich states of course he has done work with Winn. He is a proponent of development.

President Decker closes the public comment section at 5:45 p.m.

MOTION BY: Jason Fridrich

SECONDED BY: Scott Decker

To approve the first reading of Ordinance 1840.

ORDINANCE NO. 1840

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.

DISPOSITION: Roll call vote...Aye 3, Nay 2 (Baer, Ridl), Absent 0
Motion declared duly passed

9. PUBLIC COMMENTS NOT ON AGENDA
None

10. COMMISSION COMMENTS

Commissioner Robert Baer states he will not be at the next Commission Meeting as he will be at the NDLC Board meeting.

11. ADJOURNMENT

MOTION BY: Russ Murphy

SECONDED BY: Jason Fridrich

Adjournment of the meeting was at 6:10 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: _____ December 2, 2025 _____