

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 and Joe Ridl.

Telephone: None

Absent: None

1. PLEDGE OF ALLEGIANCE**2. ORDER OF BUSINESS**

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve the August 5, 2025 meeting as presented.

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

3. CONSENT AGENDA

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

A. Approval of Meeting Minutes dated July 15, 2025

B. Approval of Accounts Payable, Commerce Bank and Checkbook

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

4. ADMINISTRATION/FINANCE**A. National Opioids Settlement**

City Attorney Christina Wenko presents a resolution for the Commissioners approval. She states the City of Dickinson, county agencies and others have been offered to participate in the national opioid settlement. The City does have to give the affirmative desire to participate.

MOTION BY: Jason Fridrich
To approve Resolution 32-2025.

SECONDED BY: Robert Baer

RESOLUTION NO: 32 - 2025

A RESOLUTION AUTHORIZING PARTICIPATION IN THE OPIOID SETTLEMENT INVOLVING ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, ZYDUS – REFNUM CL-1769508

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

B. Finance Committee Appointment

Deputy City Administrator Linda Carlson presents two citizen interest forms for two open positions on the Finance Committee. She states this board meets quarterly. The board recommends the following citizens to serve on the Finance Committee Board. Kyle Smith for the two-year term and Stepheny Reger to serve on the one year term.

MOTION BY: Joe Ridl

SECONDED BY: Jason Fridrich

To approve the appointments as listed above to the Finance Committee.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 0

Motion declared duly passed

C. Special Election Workers

Deputy City Administrator Linda Carlson presents poll workers that are already trained for the special election. She presents the Judges to be Susan Westfall and Joan Heckaman; Poll Workers to be Ron Keller, Les Dykema, JoAnn Heiser, Gayle Homiston and Peggy Meduna. Mick Homiston would be the alternate.

Deputy City Administrator Linda Carlson reminds the public the Special Election will be on August 18, 2025 at the BAC at 398 State Avenue North from 7:00 a.m. to 7:00 p.m.

D. Alcohol Compliance Checks

City Administrator Dustin Dassinger states Southwest District Health conducted alcohol compliance checks on June 19, 2025. This was in conjunction with the Dickinson Police Department. Ten business were inspected and two businesses were found to be non-compliant. Spur and Town and Country Liquor. There is no action required for this, just informational only.

E. Memorandum of Understanding – Dickinson Theodore Roosevelt Regional Airport

City Administrator Dustin Dassinger presents an MOU with the Theodore Roosevelt Regional Airport. Administrator Dassinger states legislation provides that during the 2025–2027 biennium, the City of Dickinson is required to utilize its allocation from the hub city debt relief pool for infrastructure debt incurred between July 1, 2012, and December 31, 2025. These funds are sourced from reallocated oil tax revenue and are specifically designated to aid in repaying debt tied to qualifying infrastructure projects. Administrator Dassinger presents the MOU to formalize the use of Hub City Debt Relief Funding as directed by the North Dakota Sixty-ninth Legislative Assembly through Senate Bill 2006 and Senate Bill 2323. In compliance with these legislative requirements, the City of Dickinson intends to incur qualifying debt for a project at the Dickinson Airport in the amount of \$4,187,400, prior to the December 31, 2025, deadline. This will be formalized by execution of a Promissory Note, as attached to the MOU.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve the Memorandum of Understanding with the Dickinson Theodore Roosevelt Regional Airport.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 0

Motion declared duly passed

F. Memorandum of Understanding – Dickinson Parks and Rec (West River Community Center)

City Administrator Dustin Dassinger states in 2026, the City of Dickinson shall distribute 42.8% of revenues raised and collected from the one-half percent sales and use tax adopted by Ordinance No. 1233, with a total annual amount not to exceed \$1,500,000, to the Dickinson Parks and Recreation District Funds referenced in this MOU shall be distributed quarterly by the City of Dickinson, to the Dickinson Parks and Recreation District, no later than January 31, April 30, July 31, and October 31 of the calendar year. He states the Dickinson Parks and Recreation District shall continue to manage the West River Community Center and shall use the funds distributed by the City of Dickinson through this MOU for operational expenses and capital improvements relating to the West River Community.

Executive Director Benjamin Rae states he appreciates the relationship and partnership that has provided these amenities to renovate locker rooms, upgrades, HVAC. He states there are 6 million visits to the Center. The goal is to stay a first-class facility. He appreciates the City taking this MOU into consideration.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

To approve the Memorandum of Understanding with Dickinson Parks and Rec.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 0

Motion declared duly passed

G. ND National Guard Armory Lease Agreement

City Administrator Dustin Dassinger presents a letter for informational purposes only. He states the City has received notification to terminate the lease agreement with the ND National Guard Armory on September 30, 2025 for the existing armory. The City will look forward to what the plans are for the facility.

5. PUBLIC WORKS

A. Declaration of Surplus Supply

Public Works Director Aaron Praus presents a resolution to declare surplus supply for the City of Dickinson. He declares various items listed for disposal of city properties that are forfeited or abandoned property. He states the auction will be September 13, 2025 at West Broadway facility.

MOTION BY: Jason Fridrich
To approve Resolution 33-2025.

SECONDED BY: Joe Ridl

RESOLUTION NO: 33 - 2025
A RESOLUTION DECLARING SURPLUS CITY PROPERTY

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

6. PUBLIC SAFETY

A. Fire

Proposal to Engage Contract Paramedics

Fire Chief Jeremy Presnell states the City would like to engage with a company for contract paramedics. He states the City is still down several paramedics. Overtime is not sustainable from financial standpoint and burnout standpoint. They will compare over 90-day period and what it is going to cost for normal employee and contract. Working 48/96 shift rotation. Which is 90 days, 720 hours. He presents three options for consideration. Option 1. Continue to pay overtime which would be \$55,000+; Option 2. Contract medic all-inclusive which would be a higher rate with housing stipend and it is at a higher rate - \$54,720; Option 3 with contract medic, pay for hotel, slightly cheaper at \$53,910. Cost comparison of all options and normal employee. Option #3 is the cheapest. If go down this route continue paramedics. Re-evaluating long term staffing during that time. Right now, the city is short 4 paramedics. The Fire Department is only looking at 2 as this gets us in a good position. They are seeing a massive increase in call volume. There are 8-10 calls a day which is pretty high. They are only looking at 90 days for the contract and not a long-term fix, no intended to be long term. This is a valuation for the 4th of July next year. Chief Presnell states the company they are talking to haven't officially engaged with them they encouraged their paramedics of where they are to go full time in that place.

Commissioner Robert Baer asks if the City has the funds for hiring the two contract employees.

Chief Presnell states yes, they have the funds in the EMS budget. The City would fund with salary savings from the positions that are not being filled. Salary savings to put towards this, a little higher than a normal employee but cheaper than what we are paying in OT.

MOTION BY: Robert Baer
To approve Option #3 for engaging contract paramedics.

SECONDED BY: Joe Ridl

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

Fire Chief Presnell states they will get a contract with this company and bring to legal and bring back to commission.

B. Police
No Report

7. **COMMUNITY DEVELOPMENT SERVICES**

A. Library Expansion Guaranteed Maximum Price Contract Construction – JE Dunn

Senior Engineer Kris Keller presents a Guaranteed Maximum Price construction contract with JE Dunn. He states JE Dunn was selected as a Construction Manager At-Risk for this building project. Engineer Keller states there were 74 separate bidders, this is 3 times the typical number of bids received. He states 77% of the dollar value of the contracts are Local Contractors and 95% of the dollar value of the contracts are North Dakota Contractors. The GMP for this project is \$3,163,267.

Commissioner Jason Fridrich asks if the City found funding for this project.

Library Director Ian Anguiano states they are still looking to secure the last chunk of fundings but they have several options such as grants from federal, private and a few local. He has a high level of confidence to secure by the end of this project.

MOTION BY: Jason Fridrich
To approve the Guaranteed Maximum Price construction contract with JE Dunn.

SECONDED BY: Robert Baer

DISPOSITION: Roll call vote...Aye 3, Nay 1 (Ridl), Absent 0
Motion declared duly passed

Commissioner Joe Ridl states he voted no because funding is not there.

B. ClearStream Environmental – Material & Installation Proposal – WRF Clarifier

Senior Engineer Kris Keller presents for the Commissioners consideration is a proposal from ClearStream Environmental to provide material & installation for both Final Clarifiers located at the Water Reclamation Facility. The proposal includes equipment drawings, operational & maintenance manuals, material, logistics, and installation with coordinated support from WRF staff. The material is an upgrade to stainless steel from the existing epoxy coated carbon steel. This material's expected lifetime is 30+ years with suggested maintenance. The amendment is for \$919,132 on a fixed price basis. City staff recommends approval.

MOTION BY: Jason Fridrich
To approve the ClearStream Environmental – Material and Installation Proposal – WRF Clarifier

SECONDED BY: Joe Ridl

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

C. 4th Avenue SE Development Agreement with Jon Schneider

Engineer and Community Development Director Joshua Skluzacek presents for your consideration is a development agreement with John Schneider (OWNER and CONTRACTOR) to construct the roadway and utilities from 6th Ave SE to 5th Ave SE. The lots and right-of-way dedication were platted with the Netzer's 1st Subdivision dated 1977 and the Southview Homes Second Addition dated 2012. The OWNER will pay for all construction within the City of Dickinson platted right-of-way including in Section 2 of the development agreement document. The financial security for the public infrastructure

is defined in Section 7 of the development agreement document. Construction engineering and inspections will be performed by the engineering of record (Northern Plains Engineering) who will be directly contracted through the City of Dickinson. All costs for the construction engineering and inspections will be paid by reimbursed to the City of Dickinson by the Owner. A one-year warrantee period for the construction of the roadway and utilities is included once substantial completion of the construction has been met. The City Engineering staff recommends approval.

MOTION BY: Robert Baer
To approve the 4th Avenue SE Development Agreement with Jon Schneider.

SECONDED BY: Joe Ridl

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

D. Sims – 2nd Street E to 9th Street E – Projects Drinking and Clean Water SRF Loan

Engineer and Community Development Director Joshua Skluzacek presents for the Commission consideration a resolution to authorize Samantha Buzalsky as an authorized individual on behalf of the City of Dickinson to execute the Drinking Water State Revolving Fund and Clean Water State Revolving Fund Loan through the North Dakota Department of Environmental Quality. The total DWSRF loan amount request is of \$1,000,00 and CWSRF loan amount requested is of \$1,000,000. The DWSRF loan is intended to be used for the approximate 2,150 lineal fee of cast iron watermain and service line replacements within the project. The interest rate of 2.0%.

MOTION BY: Joe Ridl
To approve Resolution 34-2025.

SECONDED BY: Jason Fridrich

RESOLUTION NO: 34 - 2025
Resolution authorizing filing of application with the North Dakota Department of Health for a Loan under the Clean Water Act and/or the Safe Drinking Water Act.

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

E. Northwest Regional Pond Project Task Order Amendment Award to Apex Engineering, Inc.

Engineer and Community Development Director Joshua Skluzacek presents a task order amendment with Apex Engineering Group, Inc. teaming with Houston Engineering, Inc. to perform engineering services to deliver a feasibility study for the City of Dickinson Project Number 202309, Northwest Regional Pond for an hourly rates fee as specified in the task order of \$382,600.00. Based on the current project needs, we plan to combine the two City projects; Northwest Regional Pond and the Dickinson Drainageway, into one project. If there is a need to separate the projects in the future, we will take that action based on those needs. The project will be funded by the North Dakota Department of Water Resources Flood Control cost-share grant which included 60% funding from the NDDWR, and 40% funding from the City of Dickinson. The City of Dickinson cost share total was included in the 2025 Capital Improvement Plan and funding by Gross Production Tax. The City Engineering staff recommends approval.

MOTION BY: Joe Ridl
To approve the Northwest Regional Pond Project Task Order Amendment award to Apex Engineering, Inc.

SECONDED BY: Robert Baer

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

F. 2025 Road Maintenance – Right-of-Way Easement for Approval

Engineer and Community Development Director Joshua Skluzacek presents for the Commission consideration is a Right-of-Way Easement located within Lot 1, Block 10 of Diamond Acres Subdivision. This right-of-way easement is intended to accommodate the urbanized frontage road that is to be constructed with the 2025 Road Maintenance project. The city engineering staff recommends approval.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve the 2025 Road Maintenance Right-of-Way Easement for Lot 1, Block 10 of Diamond Acres Subdivision.

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

G. Rezoning Request – Schmidt Rezone

City Planner Natalie Birchak states the applicant is requesting the approval of a zoning map amendment from General Commercial and Agriculture to Rural Residential for Lot 1 of Block 1 of the Schmidt Minor Subdivision, located within the City of Dickinson's Extra-Territorial Zone. The purpose of this rezoning is to allow the applicant to construct a primary residence on the subdivided lot. She states there have been no public comments on the rezone.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To approve second reading and final passage of Ordinance 1824.

ORDINANCE NO. 1824

**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 4, Nay 0, Absent 0
Motion declared duly passed

H. Final Plat – Schmidt Minor Plat

City Planner Natalie Birchak presents a request the approval of the Schmidt Minor Subdivision plat which is located within the SE1/4 of Section 33, Township 140 North, Range 95 West, 5th Principal Meridian; in the City's Extra-Territorial Zone. The applicant states the purpose of this subdivision is to divide a parcel of land out of the existing tract to construct a primary residence. The property is +/- 7.83 acres. Staff recommends approval.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve Resolution 35-2025.

RESOLUTION NO: 35 - 2025

**A RESOLUTION APPROVING FINAL MAJOR PLAT ENTITLED
SCHMIDT MINOR SUBDIVISION STARK COUNTY, NORTH DAKOTA**

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

I. Zoning Text Amendment – Chapter 62 – Agriculture Development Minimum

City Planner Natalie Birchak presents a zoning text amendment for approval of a zoning text amendment to Section 62-162. – Development regulations, as found in Table 62-162-3a: Summary of Site Development Regulations in Chapter 62-Zoning of the Dickinson Municipal Code, to increase the minimum lot area of the Agriculture (AG) zoning district

from five (5) acres to ten (10) acres. This proposed amendment aligns Dickinson's zoning regulations with many of the adopted land development regulations in North Dakota. The proposed increase in the AG minimum lot size may also accomplish the following: Decrease the potential for creating land use conflicts with residentially-zoned properties in the City's Extra-Territorial Zone (ETZ); and Prevents the proliferation of subdivisions consisting of five-acre lots that could hinder redevelopment patterns. She states staff recommends approval.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

To approve second reading and final passage of Ordinance 1825.

ORDINANCE NO. 1825

**AN ORDINANCE AMENDING AND RE-ENACTING SECTION 62-162 OF
CHAPTER 62 THE MUNICIPAL CODE OF THE CITY OF DICKINSON,
NORTH DAKOTA, RELATING TO ZONING TEXT AMENDMENTS FOR
THE SIZE OF AGRICULTURALLY ZONED LOTS**

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

8. PUBLIC HEARING – 5:00 P.M.
None

9. PUBLIC COMMENTS NOT ON AGENDA
None

10. COMMISSION COMMENTS

Commissioner Robert Baer states during the special election it was suggested or recommended the new commissioner be required to take the intro to government program through the NDLC that will not be offered until the 2026 elections. Commissioner Baer thinks that is a good intro to City government that a new commissioner needs to go through. The City should look at all commissioners to take advantage of some of the NDLC trainings. Monthly webinars are all free. Could get a better understanding of what is happening with the most recent biennium if we keep up with the League of Cities put out. Especially during the fall conference. If you want to continue to be a Commissioner to keep abreast of all the new information. Very involved with the league of cities.

President Scott Decker states he does not think the City can require but can advise them to go ahead and take advantage of this information. Good information by attending spring and fall conferences. The City can place that on information for them. Advise them. Any candidate running holding budget meetings and they are open to the public. People should keep up on what is happening.

11. ADJOURNMENT

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

Adjournment of the meeting was at 5:35 P.M.

DISPOSITION: Roll call vote... Aye 4, 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: _____ August 19, 2025 _____