

I. CALL TO ORDER

Vice President John Odermann called the meeting to order at 4:30 PM

II. ROLL CALL

Present were: Vice President John Odermann, Commissioners Jason Fridrich, Suzi Sobolik and Robert Baer

Telephone: None

Absent: President Scott Decker

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

MOTION BY: Suzi Sobolik

SECONDED BY: Jason Fridrich

To approve the April 16, 2024 meeting as presented.

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

3. CONSENT AGENDA

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

A. Approval of Meeting Minutes dated April 2, 2024.

B. Approval of Accounts Payable, Commerce Bank and Checkbook

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

4. ADMINISTRATION/FINANCE**A. Vision West Donation**

City Administrator Dustin Dassinger states the City has had a request for a donation to Vision West of \$5,000. He states the City will be hosting the conference this year on June 19th and 20th. This conference is in regards to mental health and addiction challenges.

Vice President John Odermann states Dickinson is the host City this year and would like to see Dickinson on the top of the sponsorship level if possible. He feels 5,000 is a good donation.

MOTION BY: Robert Baer

SECONDED BY: Suzi Sobolik

To approve a \$5,000 dollar donation Vision West.

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

B. National Public Safety Telecommunicators Week

Police Chief Joe Cianni states National Public Safety Telecommunications Week is April 14th through the 20th, 2025. He states the City has 15 highly trained capable Dispatchers. The dispatch serves 3 ambulances and 7 fire departments and are often heard but rarely seen. Chief Cianni states they play a critical and integral role. He would like to recognize them as unsung heroes and the proclamation would be a great honor as they are greatly appreciated by staff.

Vice President John Odermann reads the proclamation.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

To approve the National Public Safety Telecommunications Proclamation.

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

C. Monthly Financial Report

Deputy City Administrator Linda Carlson updates the Commission on the monthly financial report. She discusses investments, CD’s sales tax, Hospitality and Occupancy tax. Along with oil impact revenue. The general fund revenue is 24% expended and 35% in collection.

MOTION BY: Suzi Sobolik

SECONDED BY: Jason Fridrich

To approve the monthly Financial Report.

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

D. Valuation Discussion

City Assessor Joe Hirschfeld would like to set up a follow up Board of Equalization meeting. It was decided to set it the meeting on April 30, 2024 at 3:00 p.m. at City Hall.

5. PUBLIC WORKS

A. Public Works Monthly Report

Public Works Director Aaron Praus updates the Commission on the monthly Public Works Report to include Op Works, monthly requests for service and the departments that are requested information from, along with fleet work orders which are slightly up. Director Praus states they have gotten three new sideload collections trucks. Director Praus discusses the disposal of lithium-ion batteries in the garbage. He states these batteries do cause fires and residents should be careful about putting them in the garbage. He also discusses many happenings in the public works department.

Commission Robert Baer asks Director Praus to discuss the issue of flushing down plastic bottles, small liquor bottles down the toilet and the damage that can be done by doing this.

Public Works Director Praus states these are multiple bottles flushed down the sewer and these can be recycled. He also updates the Commission on the number of callouts for the month to include 448 hours of overtime. Caitlin Clatterbuck is the new Public Works Administrative Assistant.

6. PUBLIC SAFETY

A. Fire Department

Reports:

1. None

B. Police Department

1. None

7. COMMUNITY DEVELOPMENT SERVICES

A. Lead Service Line Replacement Loan Resolution

Engineer and Community Development Director Joshua Skluzacek presents 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 (DWSRF) Loan through the North Dakota Department of Environmental Quality.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

Adopt Resolution No. 22-2024.

RESOLUTION NO. 22 - 2024

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 1
Motion declared duly passed

B. Task Order Amendment for Grant Writing Services to KLJ Engineering LLC.

Engineer and Community Development Director Joshua Skluzacek presents a KLJ task order for grant writing services specifically for the baler building project. The grant has 100% grant and no local match. The project must be greater than \$10 million dollars but not over \$20 million dollars and must be ready by 2025. The baler building is a regional facility and is within the city limits. KLJ would prepare documents and submit them to the State. This grant is on a first come first serve basis.

MOTION BY: Suzi Sobolik
SECONDED BY: Robert Baer
To approve the KLJ Task Order Amendment to Grant Writing.

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

C. Introductions of Project Engineer

Engineer and Community Development Director Joshua Skluzacek introduces the new Project Engineer, Kristopher Keller.

Mr. Kristopher Keller is a lifelong member of the community and is glad to have the opportunity to be aboard and looks forward to new projects and success.

8. PUBLIC HEARING AND PUBLIC COMMENTS NOT ON AGENDA – 5:00 P.M.

A. Public Comments not on Agenda

No Comments

9. COMMISSION

No Comments.

ADJOURNMENT

MOTION BY: Robert Baer
SECONDED BY: Jason Fridrich
Adjournment of the meeting was at 5:05 P.M.

DISPOSITION: Roll call vote... Aye 4, Nay 0, Absent 1
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: May 7, 2024