

**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 John Odermann,  
Commissioners Jason Fridrich, Suzi Sobolik and Robert Baer

Telephone: None

Absent: Commissioner John Odermann

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

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

To approve the June 18, 2024 meeting as presented.

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

**3. CONSENT AGENDA**

MOTION BY: Robert Baer

SECONDED BY: Suzi Sobolik

**A. Approval of Meeting Minutes dated June 4, 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. Gaming Site Authorization - Dickinson Youth Activities – Buffalo Wild Wings**

City Administrator Dustin Dassinger presents a Gaming Site Authorization for the Buffalo Wild Wings. This site authorization will be held by Dickinson Youth Activities. He lists the kinds of gaming they will be having from 7/1/2024-6/30/2025.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

To approve the Gaming Site Authorization for Dickinson Youth Activities for Buffalo Wild Wings.

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

**B. Renaissance Zone 10 Year Extension Memorandum of Understanding**

City/County Planner Steven Josephson presents a MOU that the Department of Commerce would to have signed to extend the time period for the Renaissance Zone. City Attorney Wenko has reviewed the letter.

MOTION BY: Robert Baer

SECONDED BY: Suzi Sobolik

To approve the MOU for the extension of the Renaissance Zone.

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

**C. Dickinson EMS Presentation**

Fire Chief Jeremy Presnell starts the discussion and states 373 people in Dunn County are serviced by the Dickinson ambulance service. He states in 2022 there were 2,754 serviced and in 2023 there were 2,704 people serviced. He states the ambulance service is worth approximately \$959,633. He states approximately 40-50,000 miles per year are driven.

Chief Presnell presents an operation model to include 3 fulltime ambulances which would run 24/7. This would include 1 EMS Division Chief, 6 fulltime firefighters EMT's and 9 paramedics. These would all be fulltime positions. He states the initial capital purchase would be \$1,695,000. This would include 2 new ambulances with equipment, protective clothing, uniforms, etc. He states the city would be looking at surrounding cities to become EMT's. Chief Presnell discusses personnel to include 1 EMS Division Chief at \$105,000 with benefits; 9 paramedics with a starting salary of \$69,000 each, 6 firefighters EMT's at \$53,725 dollars each. He states the City would like to third party billing at this time.

Chief Presnell states the budget for 2024 would be \$2,480,883; 2025 budget would be \$1,205,148.52 and 2026 the ambulance service would go live at \$2,163,175. He is hoping that the ambulance service would be self-sustainable. The city would be requesting information in regards to collection and are hoping to get a 55-60% rate collection.

Chief Presnell states there would be 2 ambulances at the north station and 2 at the south station. The city would not assume any debt and no liability. It would start with a clean plate prior to closing. He is hoping to hire a Division Chief in June/July, 2024 and then start on the licensing and billing; start recruiting in January, 2025 and by June, 2025 bring people onto work and go live in the ambulance by January, 2026. Chief Presnell states paramedics are not necessarily required to be firefighters.

Deputy City Administrator Linda Carlson states ARPA funds would be used for this project. The funds would go into a special revenue account for 2024/2025 and then start an agency fund in 2026.

Fire Chief Presnell is asking for \$1.2 million dollars in 2024 to get some items ordered and to go to the County and ask for the same amount of \$1.2 million.

President Scott Decker states that since the services will also be in Dunn County, he is hoping the City will ask for some contribution from Dunn county.

MOTION BY: Robert Baer SECONDED BY: Jason Fridrich  
To approve the initial start of \$1.2 million dollars from the City for the ambulance. ARPA funds will be used for this project.

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

MOTION BY: Jason Fridrich SECONDED BY: Suzi Sobolik  
To approve the proposed pay scale with an addition of a Senior Paramedic.

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

MOTION BY: Suzi Sobolik SECONDED BY: Robert Baer  
To approve the Division Chief for EMS Job Description.

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

#### **D. Finance Committee Report**

Deputy City Administrator informs the public that the City has an opening for a citizen who would be interested in fulfilling a one-year term with our Finance Committee. She states the committee is made up of the Mayor, a City Commissioner, the City Administrator, Deputy City Administrator, City Attorney and Finance staff. This position would be for a one-year term.

#### **E. Monthly Financial Report**

Deputy City Administrator Linda Carlson presents the monthly report. Ms. Carlson states the checking account is at \$68,671, investments at \$36 million and 4 CDs at \$4 million. Ms. Carlson reviews the Hospitality Tax along with Occupancy Tax. Also, discusses Oil Impact along with the reviews the revenues and expenses.

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

5. **PUBLIC WORKS**

**A. Reports**

**1. None**

6. **PUBLIC SAFETY**

**A. Fire Department**

**Reports:**

**1. None**

**B. Police Department**

**1. Dispatch Services Joint Power agreement with Stark County**

Police Chief Joe Cianni presents a joint powers agreement with Stark County related to dispatch services provided to Stark County by the Dickinson communication center. He states in the past the county has shared a small percentage of the actual operating costs associated to operate the communication center. The County funds most of the equipment and hardware needed for the communication center. He states the agreement has not been update for nearly three decades. The county has absorbed the Belfield and South Heart Police Departments now. The agreement incrementally increases Stark County dispatch services costs by 8% over a three-year period. It also establishes a Public Safety Advisory Committee meant to provide quality assurance and limited oversight counsel.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

To approve the Joint Powers Agreement with Stark County for dispatch services.

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

**2. SORN Project Antenna Lease**

Police Chief Joe Cianni presents a lease agreement for SORN project which is the antenna lease. The antenna is placed on the space on the roof of the PSC. There no financial associated with the lease and it is just the lease to put the antenna on the room. This is setting on its own without having to be secured to the structure.

MOTION BY: Suzi Sobolik

SECONDED BY: Jason Fridrich

To approve the SORN Project Antenna Lease.

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

**3. Monthly Police Report**

Police Chief Joe Cianni updates the Commission on the quarterly report. He states many things have happened over the past three months. Chief Cianni states dispatch has had an average of 730 emergency calls for service and police has had 2,214 calls for service. There were 205 accidents over the past three months with 831 traffic stops, 460 arrest, criminal investigations call outs 7 a month, 7 death investigations, 4 sex crimes, 200 new cases in criminal investigations. He states Keith Schmidt's missing persons is stagnant and the Police is asking for information if anyone knows anything about Mr. Schmidt. Chief Cianni

reviews states there were 297 calls for service for behavioral health. He visits about the training hours, animal shelter calls, SRO officers, and other events. He does state that at this time Dispatch is fully staffed along with animal control. He states that the Police Department is at their highest number for sworn staff at this time and it is the highest in 10 years.

**7. COMMUNITY DEVELOPMENT SERVICES**

**A. Rezoning Request – Southfork Acres**

Engineer and Community Development Director Joshua Skluzacek presents a rezoning request from Agricultural (AG) to Rural Residential (RR) for a property located in the SE ¼ of Section 16, Township 139 North, Range 96 West, located in the City of Dickinson's ETZ. The property is currently legally described as Southfork Acres Subdivision Lot 1B Block 2. The site consists of +/- 51.11 acres. Both the Planning and Zoning Commission and Community Development staff recommend approval. This is the second reading; No changes have been made since the first reading.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

To approve second reading and final passage of Ordinance 1797.

**ORDINANCE NO. 1797**

**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 1  
Motion declared duly passed

**B. Energy Center 6<sup>th</sup> Final Plat**

Engineer and Community Development Director Joshua Skluzacek presents a final plat for an area to create five lots and attributes for the right of way dedication. There is a local street as defined as typical roadway section as specified in the master plan. This gives the City access to the property which the City owns to the north and west of this development. There is also a Development Agreement with minor edicts from what was in the packet.

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

Adopt Resolution No. 30-2024.

**RESOLUTION NO. 30 - 2024**

**A RESOLUTION APPROVING FINAL PLAT ENTITLED  
ENERGY CENTER 6<sup>TH</sup> ADDITION  
STARK COUNTY, NORTH DAKOTA**

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

**C. DSU 2<sup>nd</sup> Addition Final Plat**

Engineer and Community Development Director Joshua Skluzacek presents a final plat for the DSU 2<sup>nd</sup> Addition which is the DSU athletic complex. This right away dedication along State Avenue that was previously covered with the easement. This cleans up and addresses this to be a full dedication. This plat of the area then would be no limitations as they work on their Ag facility expansion.

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

Adopt Resolution No. 31-2024.

**RESOLUTION NO. 31 - 2024**  
**A RESOLUTION APPROVING FINAL PLAT ENTITLED**  
**DSU ATHLETIC COMPLEX 2<sup>ND</sup> ADDITION**  
**STARK COUNTY, NORTH DAKOTA**

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

**D. Sanatory Sewer Manhole Repair Project Contract with Moore Engineering, Inc.**  
Engineer and Community Development Director Joshua Skluzacek presents a contract with Moore Engineering, Inc. to provide engineering services for the Sanitary Sewer Manhole Repair project for an hourly not to exceed amount of **\$29,000.00**. A legal review of this task order has been completed. Director Skluzacek states this project is 10<sup>th</sup> Ave East – Villard to Museum Drive, a sanitary sewer manhole inspection was requested. This request was due to the feedback from Public Works staff about the Hydrogen Sulfide gas present along the sanitary sewer main which was generated from the upstream lift station. Legal staff has reviewed the contract. The City Engineering and Public Works staff recommends approval.

MOTION BY: Suzi Sobolik  
SECONDED BY: Robert Baer  
To approve the Moore Engineering Inc. contract for manhole repair.

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

**F. Sims Street and Utility Quality Control Contract Amendment to American Engineering Testing, Inc.**

Engineer and Community Development Director Joshua Skluzacek presents a contract amendment with American Engineering Testing, Inc. to provide quality control testing services for the Sims Street and Utility project for an amount not to exceed **\$25,084.00**. A legal review of this task order has been completed. The city engineering staff recommends approval.

MOTION BY: Suzi Sobolik  
SECONDED BY: Jason Fridrich  
To approve the American Engineering Testing Contract for Sims Street.

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

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

**A. Public Hearing - Rezoning Request – Wood Acres Subdivision**

City/County Planner Steven Josephson presents a rezoning request from Agricultural (AG) to Rural Residential (RR) for a property located in the SW 1/4 of Section 30. Township 140 North, Range 96 West located in the City of Dickinson's ETZ. The site consists of +/- 20 acres. Both the Planning and Zoning Commission and Community. Planner Josephson and Development staff recommend approval. This is the first reading.

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

MOTION BY: Robert Baer  
SECONDED BY: Jason Fridrich  
To approve first reading of Ordinance 1799.

**ORDINANCE NO. 1799**

**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 1  
Motion declared duly passed

**B. Elder Care/Dickinson Public Transit Presentation**

Executive Director Collen Rodakowski thanks the City of Dickinson for their continued support. She states for new busses arrived this week. She states new transit software will be installed later in the summer. The top five rides are work, shopping, medical, social and education. There were almost 50,000 trips in 2023. This is critical needs to sustain Dickinson Public Transit. Ms. Rodakowski has been writing grants for funding as funding is a struggle. Challenges for public transit is increased cost, funding, hiring staff, traffic congestion and deteriorating roads. She visits about the awards they have received in the past. Their goals are safety and exceeding customer service. They have 22 meal sites and served 82,794 meals.

**C. Big Sky Passenger Rail Authority Presentation**

Mr. Dan Bucks who is the Chairman for the authority development and strategic committee for the Big Sky Passenger Rail Authority. Mr. Buck states North Dakota is a very important part of the project. This runs 2,300 miles from Chicago to Seattle and Portland. This project begun in 2020 and there are 19 counties. He states the economic impact will benefit smaller communities rather than large ones. He reviews the route and is now looking for a new name. This railway will build a stronger healthier community and will be a working tool for business and farmers. He states this organization has now started to extend an invitation to other states other than Montana. They will be holding quarterly webinars for member communities to provide information on federal grants and methods to take advantage of passenger rail. The transit system will work with the train stations and that kind of support will be provided. They are requesting \$2,000 from Dickinson.

**MOTION BY:** Robert Baer

**SECONDED BY:** Jason Fridrich

To approve \$2,000 commitment to Big Sky Passenger Rail Authority.

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

**D. CVB Annual Report**

Executive Director Terri Thiel updates the Commission on the annual Convention and Visitors Bureau report. She states the gross revenue from hotels collected was over \$21 million dollars with 51.7% occupancy. This is an average of \$86.50 per room. There are 6,300 Facebook follower with 77,000 users. Ms. Thiel states they do a lot of coop programs to reach a wide variety of audience. She states they use local food rack carts are these are updated all the time. There were 15,000 guides out last year. She reviewed the golf ad which was in the ND Magazine. Ms. Thiel review the board members and thanks the past employees.

**E. Public Comments not on Agenda**

Ms. Peggy Ehresman visits about the importance of supporting local businesses. Ms. Ehreman has had complaints about the hanging baskets in the downtown area and that these baskets were purchased outside of the city and county. She states the city does have local greenhouses. There is Happy Camper and 3<sup>rd</sup> Avenue Floral and she checked and neither were contacted regarding the purchase of the baskets. She is not seeking an excuse or an explanation or even if these were a donation from a private person but it is very disappointing to Ms. Ehresman and to the community that the city did support an entity outside of Dickinson and not local economy.

Ms. Madison Rose whom is a lifelong resident of Dickinson visits about the former City Planner Matthew Galibert. She states Matthew had optimism and passion for the city and he chose here to come to work for the City of Dickinson. He had a love for the city. He was happy that he found friends and mentors here. He loved talking to everyone. Ms. Rose states that Matthew made her fall in love with Dickinson again as he seen everything here and appreciated it. He was very much an asset to Dickinson. She visits about the treatment

that Dustin Dassinger and Shelly Nameniuk had treated Mr. Galibert with. She states on February 16<sup>th</sup> how Mr. Galibert was so distraught and so confused. In the following weeks. Galibert had lost sleep, and lose sense of who he is. Instead of looking forward to the future here Ms. Rose helped Mr. Galibert to pack up his entire life and help him move. All Matthew wanted was a simple apology and case accusations about his mental health and continue his work. Dustin and Nameniuk still have not apologized. The treatment is unacceptable and not tolerate in any work place. Ms. Rose does blame Dustin and Shelly that had forced him to do so to resign. This has a burden on taxpayers. Thank you for commissioners for taking this matter seriously incidents have happened before of our current Administration and HR Manager. It has once again questioned the leadership integrity. Held accountable before something like this happens again.

Dean Kluver states citizens are confused of who can actually be approached for reimbursement of items on the cemetery. How do you reach out to those who were affected by the cemetery issue and items that were left behind?

President Scott Decker states the individual needs to contact Mr. Prus at public works. The City will put something onto our Facebook page. President Decker apologized and thought the City was clear and a lot of people watching were aware to contact him. Take additional steps to take care of those people.

**9. COMMISSION**

Commissioner Suzi Sobolik thanks the Commission and residents for allowing her to serve on the City Commission for the past four years. The remaining Commissioners thank Ms. Sobolik for a job well done over the past four years.

**ADJOURNMENT**

MOTION BY: Suzi Sobolik

SECONDED BY: Jason Fridrich

Adjournment of the meeting was at 7:20 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: \_\_\_\_\_ July 2, 2024 \_\_\_\_\_