



REGULAR MEETING OF THE CITY COMMISSION AGENDA

Tuesday, January 07, 2025 at 4:30 PM
City Hall – 38 1st Street West Dickinson, ND 58601

Commissioners:

President: Scott Decker
Vice President: Robert Baer
Jason Fridrich
John Odermann
Joe Ridl

CALL TO ORDER

ROLL CALL

Resolution No: 01-2025

Ordinance No: 1814

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL

2. CONSENT AGENDA

A. Approval of Meeting Minutes dated December 17, 2024 and Special Commission Meeting dated December 18, 2024 (Enc.)

Presented by: President Decker

Consideration to approve

B. Approval of Accounts Payable, Commerce Bank and Checkbook (Enc.)

Presented by: President Decker

Consideration to approve

3. ADMINISTRATION / FINANCE

A. Annual Actuarial Services Agreement with Gallagher (Enc.)

Presented by: Deputy City Administrator Carlson

Consideration to approve Agreement

B. Public Comments Section (Enc.)

Presented by: Deputy City Admin. Carlson

Consideration to approve

C. Findings for Demo Hearing (Enc.)

Presented by: Attorney Wenko

Consideration to approve

D. Dickinson Recodification (Enc.)

Presented by: Attorney Wenko

Consideration to approve first reading of Ordinance No. ____

E. Moes Smoke Shop Inc. (Enc.)

Presented by: Deputy City Administrator Carlson

Consideration to approve

F. Recall Election Update

Presented by: Deputy City Administrator Carlson

4. PUBLIC WORKS

5. PUBLIC SAFETY - FIRE

6. PUBLIC SAFETY - POLICE

7. COMMUNITY DEVELOPMENT

A. Rezone Request - REZ-007-2024 Meduna Rezone (Enc.)

Presented by: City Planner Birchak

*Consideration to approve second reading and final passage of Ordinance
No.1813*

B. Final Plat - Meduna (Enc.)

Presented by: City Planner Birchak

Consideration to approve Resolution No. ____

C. 2025 Road Maintenance SID 202501-2 (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Resolution No. ____

D. Highway 22 Traffic Signal Maintenance Agreement with NDDOT (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Agreement

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

A. Kleinwaechter

Presented by: Attorney Sandy Kuntz

B. Public Hearing - Chapter 29 Code Amendment - Harassment Policy Chapter (Enc.)

Presented by: City Attorney Wenko

Consideration to approve second reading and final passage of Ordinance No. 1812

C. Public Hearing - FLM-002-2020 North Energy Center Residential FLUM Amendment (Enc.)

Presented by: City Planner Birchak

Consideration to approve first reading of Ordinance No. _____

D. Public Hearing - REZ-003-2020 North Energy Center Residential Rezone (Enc.)

Presented by: City Planner Birchak

Consideration to approve first reading of Ordinance No. _____

E. Dickinson State University Update

Presented by: Interim President Orton

F. Dave Beaudoin Presentation

G. Public Comments not on Agenda

Presented by: President Decker

9. COMMISSION

10. ADJOURNMENT

Link for viewing Commission Meeting:

<https://www.dickinsongov.com/meetings>

This link will not be live until approximately 4:25 p.m. on January 7, 2025

Teams Meeting: <https://tinyurl.com/CCM-01-07-2025-Teams>

Meeting ID: 246 556 333 913 | Meeting Passcode: CDyiX4

Teams Phone #: +1 701-506-0320 | Local Phone #: 701-456-7006

Phone Conference ID: 218 663 411#

Persons who desire to be heard under Section 8 "Public Comments not on Agenda" may call in at (701) 456-7006 at 5:00 p.m.

Persons desiring to attend the meeting who require special accommodations are asked to contact the City Administrator by the Friday preceding the meeting.

REGULAR MEETING DICKINSON CITY COMMISSION DECEMBER 17, 2024

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, John Odermann and Joe Ridl

Telephone: None

Absent: None

1. PLEDGE OF ALLEGIANCE

2. ORDER OF BUSINESS

MOTION BY: John Odermann SECONDED BY: Joe Ridl
To approve the December 17, 2024 meeting as presented.

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

3. CONSENT AGENDA

A. MOTION BY: Jason Fridrich SECONDED BY: Joe Ridl
B. **Approval of Meeting Minutes dated December 3, 2024.**
C. **Approval of Accounts Payable, Commerce Bank and Checkbook**

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

4. ADMINISTRATION/FINANCE

A. **Special Election Polling Location**

City Administrator Dustin Dassinger states a recall election will be held on March 11, 2025 at the BAC from 7:00 a.m. to 7:00 p.m. He presents a resolution dedicated to the location and time of the recall election. Since this is not the general or primary election, voting lines should move fairly quickly. Since the election is not being run by Stark County and ran by the City of Dickinson the City does not have the luxury of using an electronic polling identifier. The City has to use a manual polling book. He states if there was a second location for voting people could vote at both polling places. Administrator Dassinger states if Stark County would have run the election two sites could have been utilized, therefore, that is why there is only one polling place. Absentee ballots will be available and advertised appropriately and collected at City Hall.

MOTION BY: Robert Baer SECONDED BY: John Odermann
Adopt Resolution No. 51-2024.

RESOLUTION NO. 51 - 2024
A RESOLUTION TO ESTABLISH A POLLING PLACE FOR
THE CITY OF DICKINSON

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

B. 2025 Alcohol License Renewals

City Administrator Dustin Dassinger presents the 2025 liquor license renewals. He lists total number of licenses for each classification. Qdoba and MasterFade Barbershop did not renew their 2025 liquor licenses. City Administrator recommends approval of the liquor license renewals.

MOTION BY: Jason Fridrich SECONDED BY: Joe Ridl
To approve the liquor license renewals for 2025 as listed.

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

C. Restaurant On-Sale Liquor License – DO Properties DBA All In Events and Catering

City Administrator Dustin Dassinger presents a restaurant liquor license application from DO Properties DBA All In Events and Catering. This license is located at 20 East Broadway Street. He states background checks were performed and recommends approval.

MOTION BY: Robert Baer
To approve the Restaurant liquor license for 20 East Broadway Street for DO Properties DBA All in Events and Catering.

SECONDED BY: Joe Ridl

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

D. Stark Development Corporation Single Year Funding Agreement

Deputy City Administrator Linda Carlson presents the annual Stark Development Corporation agreement. The funding for this agreement is the 20% of the 1% sales tax for job creation and senior citizens activities. The total funding for Stark Development is \$750,000 and up to \$150,000 annually for work force or building rehabilitation.

MOTION BY: John Odermann
To approve the Stark Development Corporation Single Year Funding Agreement.

SECONDED BY: Jason Fridrich

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

E. Dickinson Public Transit Single Year Funding Agreement

Deputy City Administrator Linda Carlson presents the annual Dickinson Public Transit Single Year Funding Agreement. The funding for this agreement is the 20% of the 1% sales tax. She states Dickinson Public Transit will receive \$250,000 in quarterly payments. There is also an in-kind funding of up to \$15,000 for insurance and utilities.

MOTION BY: John Odermann
To approve the Dickinson Public Transit Single Year Funding Agreement.

SECONDED BY: Joe Ridl

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

F. Monthly Financial Report

Deputy City Administrator Linda Carlson presents the monthly financial report. She states that there is working cash of \$65,377 million dollars; investments are the same; 1% sales tax is lower than 2023; Hospitality Tax and Occupancy Tax is lower than the previous years but shows to be the highest over 7 years. Oil impact is lower than 2022 and 2023. Ms. Carlson reviews the general fund revenue and expenses along with the enterprise fund.

MOTION BY: Jason Fridrich
To approve the Monthly Financial Report as presented.

SECONDED BY: Robert Baer

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

G. Local Landmark Nomination for McDonald Block

Museum Director Robert Fuhrman presents the nomination of the McDonald Block for the local landmark. He states the address is 25 1st Avenue West. This building was built in

1905 and has a historically significant to the central business district. Director Fuhrman asked the State Historical Preservation Commission to add McDonald Block to the local landmarks.

MOTION BY: Robert Baer
To approve Resolution No. 52-2024

SECONDED BY: Joe Ridl

RESOLUTION NO. 52 - 2024
**A RESOLUTION PROVIDING FOR OFFICIAL RECOGNITION OF
DICKINSON CITY LOCAL LANDMARKS**

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

H. Historic Preservation Committee Nominee – Natalie Birchak
Museum Director Robert Fuhrman asks for Nominee Natalie Birchak to be appointed to the Dickinson History Preservation Commission. He states with her education and professionalism Ms. Birchak would be a good fit for the Historic Preservation Commission. He states she was preliminary approved by the ND Historical Office. She has a Bachelor’s Degree in Science and a Minor in Aviation. She is an EPA Fuel Operator and a licensed pilot. This would be for a three-year term starting January, 2025. Director Fuhrman does state there is one more opening on the board.

Ms. Natalie Birchak states she has been at the City for a short time but is interested in attending the Historic Preservation. She has a relatively good grasp on preserving buildings. She also feels with her education the Historic Preservation Commission would be a good fit.

MOTION BY: John Odermann
To approve the appointment of Natalie Birchak to the Dickinson Historic Preservation Commission for a three-year term.

SECONDED BY: Jason Fridrich

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

I. Chapter 29 Code Amendment – Harassment Policy Change
City Attorney Christina Wenko presents a Chapter 29 code amendment to make changes to the harassment policy. She states the original code is outdated and inconsistent with the labor laws. This amendment and revisions are proposed by an outside legal council in regards to legal guidance. The changes are consistent with the federal law. Ms. Wenko states Civil Service has approved the changes. She states the next step to this code change will be the procedure and is being worked on now. She suggests that moving forward this code should be reviewed on a consistent basis as employment laws are always changing. She would recommend and support to give the HR Department to go ahead and review each year.

MOTION BY: Jason Fridrich
To approve second reading and final passage of Ordinance 1812.

SECONDED BY: John Odermann

ORDINANCE NO. 1812
**AN ORDINANCE AMENDING AND RE-ENACTING SECTION
29.08.04040(1)-(2) OF THE CITY CODE OF THE CITY OF DICKINSON,
NORTH DAKOTA, RELATING THE CITY’S HARRASSMENT POLICIES**

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

J. Flexible Spending Account Amendment
HR Director Shelly Nameniuk presents a resolution for Health Equity as they saw a need for the ability to lock employees’ cards if they do not submit substantiation of the receipts. She states that because of that the city needs to create a new plan document. She states

when an employee puts money in to the flexible spending there are times the plan needs to have requirement of medically necessary documents. The company does the best they can to have a legitimate reason and can't prove legitimate then they want a receipt for the charge. If the employee does not provide the information needed to them or reimburse the card then then their card will be shut off.

MOTION BY: Jason Fridrich
To approve Resolution No. 53-2024

SECONDED BY: Robert Baer

RESOLUTION NO. 53 – 2024

The undersigned authorized representative of City of Dickinson (the Employer) hereby certifies that the following resolutions were duly adopted by the Employer on December 17, 2024, and that such resolutions have not been modified or rescinded as of the date hereof:

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

K. HR Monthly Report
HR Director Shelly Nameniuk presents her monthly HR Report to the City Commissioners. She updates them on the open positions for the City.

5. PUBLIC WORKS
A. Reports

6. PUBLIC SAFETY
A. Fire
None
B. Police
None

7. COMMUNITY DEVELOPMENT SERVICES
A. Sanitary Sewer Manhole Repair Contract Amendment to Moore Engineering
Senior Engineer Kris Keller presents a contract with Moore Engineering for a sanitary sewer manhole repair. He states the total cost is \$97,700 and the City will use cash on hand for the project.

MOTION BY: Jason Fridrich
To approve the Moore Engineering Contract for the Sanitary Sewer Manhole repair.

SECONDED BY: Robert Baer

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

B. Special Use Permit – Zip Storage
City Engineer Natalie Birchak presents a Special Use Permit for Zip Storage which is a 440-unit convenience storage facility. She states it is a 4-acre lot and the address is 677 Livestock Lane. This is zoned general commercial and the primary condition facing the property owner is that they previously had outdoor storage.

MOTION BY: John Odermann
To approve Resolution No. 55-2024

SECONDED BY: Joe Ridl

RESOLUTION NO. 55 – 2024

A RESOLUTION APPROVING A SPECIAL USE PERMIT TO ZIP STORAGE FOR A CONVENIENCE STORAGE FACILITY AT 677 LIVESTOCK LANE, DICKINSON, ND

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

C. 2024-2025 Watermain Replacement DWSRF Loan Resolution for Loan Approval bond Attorney.

Engineer and Community Development Director Joshua Skluzacek presents a resolution to execute the Drinking Water State Revolving Fund (DWSRF) Loan through the North Dakota Department of Environmental Quality. The loan is for \$1,591,000 and will be used for the water main replacements. The City Engineering and Public Works staff recommends approval.

MOTION BY: Robert Baer
To approve Resolution No. 56-2024

SECONDED BY: John Odermann

RESOLUTION NO. 56 – 2024
CITY OF DICKINSON, NORTH DAKOTA
BOND RESOLUTION
\$1,591,000 SALES TAX REVENUE BOND, SERIES 2025

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

D. Lead Service Line Replacement DWSRF Loan Resolution for Loan Approval bond Attorney.

Engineer and Community Development Director Joshua Skluzacek presents a resolution to execute the Drinking Water State Revolving Fund (DWSRF) Loan through the North Dakota Department of Environmental Quality for the lead service line replacement. There are approximately 150 lines to replace. The total cost requested is \$2,000,000 which is intended to be used only for lead service line replacements throughout the City of Dickinson. The DWSRF loan includes lead service line forgiveness maximum of \$1.5 million at an interest rate of 0.5%.

MOTION BY: Jason Fridrich
To approve Resolution No. 57-2024

SECONDED BY: Joe Ridl

RESOLUTION NO. 57 – 2024
CITY OF DICKINSON, NORTH DAKOTA
BOND RESOLUTION
\$2,000,000 SALES TAX REVENUE BOND, SERIES 2025

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

E. Sims St and Utilities CWSRF Loan Resolution for Loan Approval bond Attorney.

Engineer and Community Development Director Joshua Skluzacek presents a resolution to approve the loan request of \$2,000,000 which is intended to be used for the sanitary sewer and storm sewer replacements for the project. The remaining loan balance carries an interest rate of 2.0%. The City Engineering and Public Works staff recommends approval.

MOTION BY: John Odermann
To approve Resolution No. 58-2024

SECONDED BY: Robert Baer

RESOLUTION NO. 58 – 2024
CITY OF DICKINSON, NORTH DAKOTA
BOND RESOLUTION
\$2,000,000 SALES TAX REVENUE BOND, SERIES 2025

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

F. Landfill Expansion CWSRF Loan Resolution for Loan Approval bond Attorney.

Engineer and Community Development Director Joshua Skluzacek presents a resolution to execute the Clean Water State Revolving Fund (CWSRF) Loan through the North Dakota Department of Environmental Quality. The total CWSRF loan amount requested

is of **\$3,539,000** which is intended to be used for the water main replacements for the project. The remaining loan balance carries an interest rate of 2.0%. The City Engineering and Public Works staff recommends approval.

MOTION BY: Jason Fridrich
To approve Resolution No. 59-2024

SECONDED BY: Joe Ridl

RESOLUTION NO. 59 – 2024
CITY OF DICKINSON, NORTH DAKOTA
BOND RESOLUTION
\$3,539,000 REFUSE DISPOSAL REVENUE BOND, SERIES 2025

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

G. Fisher Annual Load Pass Permit

Engineer and Community Development Director Joshua Skluzacek presents the annual Fisher Load Pass Permit. The annual fee for this permit is \$12,000. This Agreement allows oversized loads under 200,000 pounds to travel to and from I-94 exit 64, along the I-94 East Business Loop, and on Energy Drive to and from the Permittee’s location on Energy Drive.

MOTION BY: Jason Fridrich
To approve the annual Fisher load pass permit.

SECONDED BY: Robert Baer

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

H. Monthly Report

Engineer and Community Development Director Joshua Skluzacek presents the monthly report which states there have been the greatest number of applications since 2018. There have been 57 pre op meetings. He reviews the building permits and projects that are completed and in progress. He states this has been a successful construction season. Director Skluzacek states the GIS Department has done a lot of work with ND Dept. of Water Resources with the new requirements of inventory of all the water distribution systems. He does states that a majority of the preapplications meetings do move forward with their projects.

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

A. Introduction of New Executive Director of the CVB – Alicia Erickson

Terri Thiel introduced the new Executive Director of the CVB Alicia Erickson. Ms. Thiel has been with the CVB for 27 years and will now be retiring.

Ms. Alicia Erickson states she is looking forward to working with the Commission and to present the annual report. She states Dickinson is a great community and she looks forward to increase tourism in SW ND.

City Commissioners thank Ms. Thiel for all her hard work for the past 27 years.

B. Public Hearing – Rezone Request – Meduna Rezone

City Planner Natalie Birchak presents a rezone request for Meduna’s. She states this would be rezoned from Rural Residential to Low Residential. This property is located in the ETZ zone. This rezoning would match the zoning district to the west and adjacent lots.

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

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To approve first reading of Ordinance 1813.

ORDINANCE NO. 1813
**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 5, Nay 0, Absent 0
Motion declared duly passed

C. Public Comments Not on Agenda

Seth Helgeson Seth Helgeson visits about the August, 2023 oath of offices and he is wondering why Ms. Christina Wenko stated that she did not have the oath for Mr. Fridrich from 2022 when open records request was made. She stated she provided him only with the documents that came from the City. He states then the City located Mr. Fridrich oath of office and pulled video footage. He states Dr. Baer and Jason Fridrich used on the video. He states they are just trying to pacify him at this point. Mr. Helgeson had gotten multiple open records these documents.

President Scott Decker states the City does have a video recording of actual swearing in of Commissioners Baer and Fridrich. Video evidence supports signing.

President Decker states this sophistry is getting old. President Decker states to Mr. Helgeson if he feels he has a case then present it to the proper authority and stop wasting the City’s time. President Decker asks Mr. Helgeson, do you feel like you have a case? Take it up with the proper authority. Perpetuate.

Mr. Helgeson states the oath of offices are to be notarized, filed with city auditor and have a ND seal. He visits about the property taxes and special assessments and states the city is tampering with public record.

Commissioner Jason Fridrich states he took the oath, he provided my oath, and video. He stated he has looked through century code. This form has to be used. He states the City will get this clarified with request of AG that if the form we used was subsequent. Commissioner Fridrich has looked through constitution of ND and the oath words need to be in there and there is not a special form. Century code does not need to be notarized. I don’t think there is anything that is outrageous here and done what we were supposed to do. He feels this issue needs to be done.

Ms. Wenko agrees with Commissioner Fridrich as the oath must meet requirements of ND. She states the oath has to support of discharge office of duties to the best of your ability. Ms. Wenko will put in a request to put this issue to bed. She will certainly request this from the AG’s office and with the NDLC to see what needs to be done.

Mr. Helgeson asks why was the home rule charter not followed.

President Scott Decker asks Mr. Helgeson why he did not recall Commissioners Baer and Ridl.

Mr. Helgeson states he respects Mr. Ridl a lot. He believes that Ms. Wenko lied to Mr. Ridl and manipulated the ND Century Code. I am done wasting my time and your time.

President Decker states he does not care about what form Mr. Helgeson is holding up. President Decker does care about the citizens and states he cares more about this City and Country than ever.

Commissioner John Oermann asks Mr. Helgeson why didn't he recall the other two Commissioners, Baer and Ridl.

Mr. Helgeson states that 5 petitions were way too much. He is having a hard time doing what he is doing and that it is corrupt. Deteriorate for so long, making us pay for curb, gutter, special assessments, make them pay for everything. He states Commissioner Ridl was lied to. How is the 15% not okay for you three. You are yes man.

Commissioners John Odermann states that the Commission understands. He states he thinks there is a lot going and Mr. Helgeson does not understand.

President Scott Decker thanks Mr. Helgeson for his comments.

President Scott Decker apologizes and does not want to conduct business here. This is what has been happening here lately. President Decker is tired of one of the Commissioners being a punching bag for this community. Commissioner Fridrich has done nothing but right things for this community for the past 9 years. For years the City didn't have anyone step up. To get into the arena as one president said it is tough and we not going sit by and let our members be abused. President Decker states he is sorry for being a little vocal tonight. He is tired of this issue and the community is tired of it. Individuals have their right to their opinion but not get the backs.

City Administrator Dustin Dassinger states the acquisition against us is ridiculous. This oath of office form has been used for 20+ years. He states it is not a piece of paper, it matters what in the heart of the Commissioners that have taken the oath. Dealing with this since August, 2023, time for Mr. Helgeson to take it to Secretary of the State and tired of this issue.

Mr. Dave Ouellette states this is the first time he seen anything on the recall. For someone to come up and speak like this with no professional support, no legal people are ridiculously wasting everyone time. Agree by all means do something formally and do not waste anyone else's time. Formally do what needs to be done.

9. **COMMISSION**

Commissioner Joe Ridl questions about the Youth Commission shoveling for the needy.

Commissioner John Odermann states that the Youth Commission have taken on this project and he is behind the scenes. He is hoping to get the details worked out by the end of the week. He will let the Commissioners know the details at the next commission meeting

President Scott Decker apologizes to the public as this is not how the City of Dickinson want to conduct their Commission meetings. He states this recall issue is getting old and he is tired of the Commissioners and staff being punching bags and not be able to defend ourselves.

ADJOURNMENT

MOTION BY: Joe Ridl
Adjournment of the meeting was at 5:550P.M.

SECONDED BY: Jason Fridrich

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: _____ January 7, 2024 _____

SPECIAL MEETING DICKINSON CITY COMMISSION DECEMBER 18, 2024**1. CALL TO ORDER**

President Scott Decker called the meeting to order at 9:00 AM

2. ROLL CALL

Present were: President Scott Decker, Vice President Robert Baer, Commissioners
Jason Fridrich, Joe Ridl and John Odermann

Absent: None

3. ADMINISTRATION

City Attorney Christina Wenko outlined the procedure for the hearing. City will present evidence through exhibits and testimony

- Property Owner may ask witness questions
- When City is concluded with each witness, Commissioners may ask witness questions
- When City is concluded, property owner shall present evidence
 - City Attorney may ask witness questions
 - When owner is concluded with each witness, Commissioners may ask witness questions
- Any mortgage/lienholders may present evidence/make a statement
 - City Attorney and Property Owner may ask questions
 - When owner is concluded with each witness, Commissioners may ask witness questions
- Closing Argument City Attorney
- Closing Argument Property Owner
- Commission discussion
- Commission vote

Attorney Wenko did state there were two other properties on the list for this date and one of them had taken out a building permit and the other property owners could not be located to serve papers.

President Scott Decker swears in Mrs. Tiffany Stewart as Code Enforcement Officer for the City of Dickinson.

348 E Broadway

City Attorney Christina Wenko asks Ms. Stewart what constitutes a dangerous structure requiring demolition. Pursuant to Code, a dangerous structure can be repaired, vacated or demolished. Ms. Stewart states that if the structure is beyond repair, it then has to be demolished. She states the City would request bids for demolition. The City has the ability to assess the property for the costs.

Code Enforcement Officer Tiffany Stewart states the property at 348 East Broadway is owned by Ulises Barrios Flores. She states in 2021 the property taxes were paid and in 2022 and 2023 the taxes were not paid. She states these are no other liens for foreclosures on this property. Ms. Stewart had sent the property owner a notice of the hearing by certified mail. She provides copies of the certified mail signatures.

Ms. Tiffany Stewart states that in September, 2022 the Building and Codes Department noticed construction and plumbing materials outside of the home. She states there was no building permit. The City did issue a stop work order. Property owner did allow staff to do a walk through at that time. It was herself and Building Inspector II Blaine Dukart. The purpose of the walk through was to determine whether or not permits were required. A subsequent inspection was done on 9/2/2022. Photos were taken at that time. Ms. Stewart states the wall had been removed exposing floor, exposed wiring, support beam was altered without plans. There was dilapidation of basement, exposed wiring, etc. The HVAC was also exposed. She states after inspection was requirements communicated to property owner what was required. Ms. Stewart states Mr. Flores did not get a building permit. The City did send a letter notifying property owner to receive permit. He has not gotten a building permit and has not done any improvements since 2023. Ms. Stewart had sent a condemnation letter and stated the City would be moving forward with condemnation process. The structure was deemed dangerous and was placarded. She did notify the property owner and public that the structure is dangerous and no one should be in structure. Ms. Stewart did send a condemnation letter by certified mail. Ms. Stewart states that on 7/29/2024 a letter was sent to inform the property owner that the City will move forward with demo process. This letter was sent via certified mail. There was also a demo notice sent and that the property owner had the opportunity to complete demo himself 8/2024. This letter was sent via certified mail. She states this property was deemed dangerous. The City also placed a copy of the notice with placard at the property.

Ms. Wenko asked if more recent photos taken.

Ms. Stewart states that the property owner removed all siding; outdoor storage and accumulation of more junk and garbage, commercial vehicles being stored, and driving over sidewalk curb and gutter.

Ms. Wenko asks what does the Code provide that can happen if property is deemed dangerous.

Ms. Stewart states to vacated, repaired or demolished.

City Attorney Christina Wenko asked Ms. Stewart if the City feels it has exhausted all options with this property.

Ms. Tiffany Stewart states the City has exhausted all its options for this property. Ms. Stewart suggestion is to demolish the property at 348 E Broadway.

President Scott Decker asks if the Commissioners had any questions.

Commissioner Jason Fridrich asks staff if they have ever reached out to his place of employment.

Ms. Stewart stated the only time that the City had heard from Mr. Flores was when we asked for a current address for the mailing of the demolish of this address.

Commissioner Robert Baer asked when you did contact him afterwards where the letters were resent to him as they were returned to the city.

Ms. Stewart stated the letters were either sent in via mail or posted at structure and were removed from the structure.

Commissioner John Odermann asks since the siding was removed; does he need to have a permit to remove siding. Is there any indication on why he disengaged with the City staff?

Ms. Stewart no he does not need a permit. She states when conducted first inspection his intent was to make the structure a multi-family structure and the code states, he would have to have a single family and he did not seem to comply with that.

President Scott Decker asks if there was any communication of any after demo letter. He has not reached out to contact city staff.

Ms. Stewart states there has been no contact

City Attorney Christina Wenko stated the next step in the hearing procedure would be to hear evidence from the property owner. However, Attorney Wenko states that Mr. Ulises Barrios Flores is not present at the meeting.

President Scott Decker states if there are no questions for staff or questions from commissioners. He is asking for a vote.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To declare the property at 348 E Broadway to be dangerous structure and to proceed with demolition subject to the above recommendations. If the City does not receive that information within 30 day appeal period, the City will move forward with the demolish of the property at 458 E. Broadway, Dickinson, ND and assess the cost of demolition to the property

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

Attorney Wenko states she will present findings in front of Commission 1/7/ 2025 outlining the testimony. If the Commission approved the findings, a copy will be sent to the property owner. He does have 30 days to appeal. Once that 30-day appeal expires and then the city staff will proceed. Cost of tear down will be assessed to the property pursuant to city code.

President Scott Decker states from the pictures, once we proceed with teardown, other obvious material on lot, there is a lot of abandoned cars, boats, and such. Demolish would be hindered by some of the other violations.

Building Official Leonard Schwindt states that if there are other violations, we would follow procedure to clean up the lot.

4. ADJOURNMENT

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

Adjournment of the meeting at approximately 9:25 A.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: January 7, 2024

Please approve the following manual checks on 01-07-25

CK#129647	FLORIDA STATE DISBUREMENT	161.54
CK#129648	WI SCTF	244
CK#129806	PRINCIPAL LIFE INS CO	17302.84
CK#129807	STARK DEVELOPMENT	150000
CK#129808	SW VICTIM WITNESS	5287.01
CB12182024	COMMERCE BANK CREDIT CARD	48068.62
CK#129809	PETTY CASH-REVOLVING FUNDS	219
CK#129810	DICKINSON PARKS & REC	1000
CK#129811	FLORIDA STATE DISBUREMENT	161.54
CK#129812	WI SCTF	244
CK#129813	CONSOLIDATED COMM CORP	3037.48
CK#129814	VERIZON WIRELESS	6222.3
CB01022025	COMMERCE BANK CREDIT CARD	38594.34

Ranges:
Vendor ID: First - Last
Class ID: First - Last
Payment Priority: First - Last
Vendor Name: First - Last

FED TAX CLAS: First - Last
Posting Date: First - Last
Document Number: First - Last

Print Option: DETAIL
Age By: Document Date
Aging Date: 1/2/2025

Exclude: Credit Balance, Zero Balance, No Activity, Unposted Applied Credit Documents, Multicurrency Info
Sorted By: Vendor Name
Due Date

* - Indicates an unposted credit document that has been applied.

Vendor ID: 9538		Name: 4 IMPRINT, INC					Class ID:		FED TAX CLAS: C CORP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	28634872	INV	12/19/2024	12/19/2024	\$1,149.58	CARDS		\$1,149.58			
							Due				
Voucher(s): 1		Aged Totals:					\$1,149.58	\$1,149.58	\$0.00	\$0.00	\$0.00
Vendor ID: 9964		Name: 4ALLPROMOS					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1631300	INV	12/19/2024	12/19/2024	\$788.52	MAGNETIC CARD HOLDER ST		\$788.52			
							Due				
Voucher(s): 1		Aged Totals:					\$788.52	\$788.52	\$0.00	\$0.00	\$0.00
Vendor ID: 9942		Name: A-1 SANITATION & EXC					Class ID: 1099		FED TAX CLAS: LLC/SOLE PROP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	724182	INV	12/11/2024	12/11/2024	\$180.00	CLEANED OUT 1K GAL SEPTIK		\$180.00			
							Due				
Voucher(s): 1		Aged Totals:					\$180.00	\$180.00	\$0.00	\$0.00	\$0.00
Vendor ID: 2085		Name: ADVANCED BUSINESS METHODS					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	AR1868504	INV	12/23/2024	12/23/2024	\$3,299.23	CONTRACT		\$3,299.23			
							Due				
Voucher(s): 1		Aged Totals:					\$3,299.23	\$3,299.23	\$0.00	\$0.00	\$0.00
Vendor ID: 4977		Name: ADVANTAGE CREDIT BUREAU					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	63621	INV	1/2/2025	1/2/2025	\$451.00	CREDIT BUREAU CHECKS		\$451.00			
							Due				
Voucher(s): 1		Aged Totals:					\$451.00	\$451.00	\$0.00	\$0.00	\$0.00
Vendor ID: 5458		Name: AFFORDABLE TREE SERVICE LLC					Class ID: 1099		FED TAX CLAS: SOLE PROP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1330	INV	12/20/2024	12/20/2024	\$2,600.00	REMOVAL OF 2 ELM TREES, C		\$2,600.00			

Section 2. Item B.

Voucher(s): 1		Aged Totals:		Due		\$2,600.00		\$2,600.00		\$0.00		\$0.00		\$0.00		Section 2. Item B.	
Vendor ID: 4806		Name: ALEX AIR APPARATUS 2 LLC		Class ID:		FED TAX CLAS:											
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over					
		51314	INV	12/16/2024	12/16/2024	\$6,850.00	TELECRIB STRUT TRUCK KIT		\$6,850.00								
		9036	INV	12/20/2024	12/20/2024	\$540.07	QUARTERLY AIR QUALITY TEST		\$540.07								
Voucher(s): 2		Aged Totals:		Due		\$7,390.07		\$7,390.07		\$0.00		\$0.00		\$0.00			
Vendor ID: 5115		Name: ALLSTATE PETERBILT OF DICKINSON		Class ID:		FED TAX CLAS:											
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over					
		4604199507	INV	12/11/2024	12/11/2024	\$182.00	POLY FORCE TENSIONER		\$182.00								
		4604199362	INV	12/12/2024	12/12/2024	\$55.01	SEAL-WHEEL		\$55.01								
		4604199644	INV	12/17/2024	12/17/2024	\$86.04	ROUND 6 LED BLACK WORK LIGHT		\$86.04								
		4604199763	INV	12/17/2024	12/17/2024	\$172.08	ROUND 6 LED BLACK WORK LIGHT		\$172.08								
Voucher(s): 4		Aged Totals:		Due		\$495.13		\$495.13		\$0.00		\$0.00		\$0.00			
Vendor ID: 9771		Name: AMAZON CAPITAL SERVICES		Class ID:		FED TAX CLAS:		C CORP									
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over					
		14NQCQXT9HTM	CRM	12/29/2024		(\$233.01)	RETURN VIZ PRO WHITEBOARD		(\$233.01)								
		1GQ79L37R94W 1230	CRM	12/30/2024		(\$233.01)	RETURN WHITEBOARD		(\$233.01)								
		1VXVLGNLVC34	INV	12/2/2024	12/2/2024	\$67.37	100W 540 ROTATION CABLE			\$67.37							
		11287218178281036	INV	12/9/2024	12/9/2024	\$21.99	PROGRAMMING		\$21.99								
		11297728697404210	INV	12/9/2024	12/9/2024	\$18.97	PROGRAMMING		\$18.97								
		134D7DT9DGRN	INV	12/9/2024	12/9/2024	\$179.99	SHARK DETECT PRO VACUUM		\$179.99								
		1W7MMK4N3KGG	INV	12/12/2024	12/12/2024	\$185.86	DIABLO STEEL DEMON BI BLADE		\$185.86								
		11K1CDTLN6XQ	INV	12/14/2024	12/14/2024	\$84.46	DAIERTEK 12VV FUSE BLOCK		\$84.46								
		11VRHXX39TKN	INV	12/16/2024	12/16/2024	\$14.40	NILIGHT 1-2 BOTH OFF SWITCH		\$14.40								
		1KPPLXNK63XJ	INV	12/16/2024	12/16/2024	\$699.65	LEATHERMAN, RAPTOR RESCUE		\$699.65								
		1RQ63M4W4T3X	INV	12/16/2024	12/16/2024	\$360.00	FOLGERS COFFEE		\$360.00								
		1GQ79L37R94W	INV	12/18/2024	12/18/2024	\$508.17	WHITEBOARD, BUNN COFFEE		\$508.17								
		1N1HMYHXQ7P3	INV	12/18/2024	12/18/2024	\$1,146.96	4 LIFEJACKETS, WATER CAN		\$1,146.96								
		17G6D96Y43D7	INV	12/19/2024	12/19/2024	\$189.35	PREM TECH MESSENGER BAG		\$189.35								

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Section 2. Item B.

Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
0304912147001 1224	INV	12/13/2024	12/13/2024	\$57.88	MONTHLY PHONE BILLING		\$57.88			

Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
416104937	INV	12/19/2024	12/19/2024	\$269.40	60 MAG 1 PRO FORMULA		\$269.40			

Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
00158697	INV	12/18/2024	12/18/2024	\$2,598.00	TRAINING CARTRIDGES		\$2,598.00			

Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
200840	INV	12/16/2024	12/16/2024	\$1,589.08	WORK DONE I94 EXIT 59 OVEI		\$1,589.08			

Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
10579	INV	12/13/2024	12/13/2024	\$1,110.00	CLEANED OUT MUD PIT, HAU1		\$1,110.00			

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Vendor ID: 9797		Name: BAESLER MITCH				Class ID:		FED TAX CLAS:		EMPLOY	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	REIMBURSEMENT 12	INV	12/30/2024	12/30/2024	\$1,500.00	TUITION REIMBURSEMENT 12		\$1,500.00			
Voucher(s): 1							Aged Totals:	Due			
								\$1,500.00	\$1,500.00	\$0.00	\$0.00
Vendor ID: 49		Name: BAKER & TAYLOR CO (GA)				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2038734602	INV	12/3/2024	12/3/2024	\$70.58	DIP CH		\$70.58			
	2038745002	INV	12/6/2024	12/6/2024	\$78.42	DIP TEEN		\$78.42			
	2038748998	INV	12/9/2024	12/9/2024	\$11.01	BCSD		\$11.01			
	2038748337	INV	12/10/2024	12/10/2024	\$138.17	DIP		\$138.17			
	2038748434	INV	12/10/2024	12/10/2024	\$110.77	BC		\$110.77			
	2038753926	INV	12/11/2024	12/11/2024	\$296.20	DIP CH		\$296.20			
	2038763910	INV	12/17/2024	12/17/2024	\$119.32	DIP TEEN		\$119.32			
	2038770713	INV	12/20/2024	12/20/2024	\$41.27	BC		\$41.27			
Voucher(s): 8							Aged Totals:	Due			
								\$865.74	\$865.74	\$0.00	\$0.00
Vendor ID: 6203		Name: BALCO UNIFORM - POLICE ACCOUNT				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	81956-1	INV	12/17/2024	12/17/2024	\$294.17	HOLTERS FOR POLICE DEPT		\$294.17			
	81956-2	INV	12/18/2024	12/18/2024	\$2,318.54	HOLTERS FOR POLICE DEPT		\$2,318.54			
	81835-2	INV	12/19/2024	12/19/2024	\$65.75	SHIRT, AM FLAG EMBLEM		\$65.75			
	82183	INV	12/27/2024	12/27/2024	\$1,239.85	SWAT HOLSTER		\$1,239.85			
	81924-1	INV	12/30/2024	12/30/2024	\$129.50	CLOTHING, AM FLAG EMBLEM		\$129.50			
Voucher(s): 5							Aged Totals:	Due			
								\$4,047.81	\$4,047.81	\$0.00	\$0.00
Vendor ID: 773		Name: BERGER ELECTRIC INC				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	88181	INV	12/3/2024	12/3/2024	\$1,735.20	TROUBLESHOOT & REPAIR S		\$1,735.20			
	88237	INV	12/18/2024	12/18/2024	\$746.63	HOOK UP MIXXER PUMP ON IF		\$746.63			
	88263	INV	12/19/2024	12/19/2024	\$920.00	TROUBLESHOOT VFD/PUMP C		\$920.00			
	88264	INV	12/19/2024	12/19/2024	\$297.50	TROUBLESHOOT PUMP		\$297.50			

System: 1/2/2025

User Date: 1/2/2025

2:55:08 PM

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Page: 5

User ID: Marlease

88250

INV

12/20/2024

12/20/2024

\$4,360.00

GENERATOR RECEPTACLES

\$4,360.00

Section 2. Item B.

Voucher(s): 5

Aged Totals:

Due

\$8,059.33

\$8,059.33

\$0.00

\$0.00

\$0.00

Vendor ID: 5996

Name: BIG HORN TIRE, INC

Class ID:

FED TAX CLAS: S CORP

Voucher/

Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff

Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

20487

INV

11/20/2024

11/20/2024

\$180.00

ND FLEET SURVEY NOV TIRE

\$180.00

Voucher(s): 1

Aged Totals:

Due

\$180.00

\$0.00

\$180.00

\$0.00

\$0.00

Vendor ID: 9960

Name: BIG SKY PASSENGER RAIL AUTHORITY

Class ID:

FED TAX CLAS: GOVERNMENT SUB

Voucher/

Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff

Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

2535

INV

12/10/2024

12/10/2024

\$2,000.00

GOVERNMENT PARTNERSHIP

\$2,000.00

Voucher(s): 1

Aged Totals:

Due

\$2,000.00

\$2,000.00

\$0.00

\$0.00

\$0.00

Vendor ID: 2551

Name: BLACKSTONE AUDIO, INC.

Class ID:

FED TAX CLAS: C CORP

Voucher/

Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff

Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

2180608

INV

12/5/2024

12/5/2024

\$47.00

DIP AV

\$47.00

Voucher(s): 1

Aged Totals:

Due

\$47.00

\$47.00

\$0.00

\$0.00

\$0.00

Vendor ID: 9805

Name: BOBCAT OF MANDAN, INC.

Class ID:

FED TAX CLAS: S CORP

Voucher/

Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff

Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

10869

INV

12/10/2024

12/10/2024

\$675.96

ELEMENTS, FILTERS, COUPLE

\$675.96

10881

INV

12/12/2024

12/12/2024

\$282.80

4 FLUID, OIL

\$282.80

Voucher(s): 2

Aged Totals:

Due

\$958.76

\$958.76

\$0.00

\$0.00

\$0.00

Vendor ID: 72

Name: BOESPFLUG TRAILERS & FEED INC

Class ID:

FED TAX CLAS: S CORP

Voucher/

Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff

Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

106144

INV

12/26/2024

12/26/2024

\$19.20

TUBE SYTLE DOCUMENT HOL

\$19.20

Voucher(s): 1

Aged Totals:

Due

\$19.20

\$19.20

\$0.00

\$0.00

\$0.00

Vendor ID: 951

Name: BORDER STATES ELECTRIC SUPPLY

Class ID:

FED TAX CLAS:

Voucher/

Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff

Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

929620328

INV

12/26/2024

12/26/2024

\$13.73

THM COND BDY

\$13.73

Voucher(s): 1

Aged Totals:

Due

\$13.73

\$13.73

\$0.00

\$0.00

\$0.00

Section 2. Item B.

Vendor ID: 6272		Name: BOSS OFFICE PRODUCTS					Class ID:		FED TAX CLAS:		S CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	668231-0	INV	12/11/2024	12/11/2024	\$34.98	CALENDAR, DESKPAD, BOOK		\$34.98				
	668249-0	INV	12/11/2024	12/11/2024	\$78.00	COFFEE, FILTERS FOR PD		\$78.00				
	668249-1	INV	12/12/2024	12/12/2024	\$156.00	COFFEE, FILTERS, PAPER FO		\$156.00				
	668249-2	INV	12/20/2024	12/20/2024	\$680.00	PAPER FOR PD		\$680.00				
Voucher(s): 4							Aged Totals:		Due			
									\$948.98	\$948.98	\$0.00	\$0.00
Vendor ID: 4390		Name: BRAUN DISTRIBUTING					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	36293	INV	12/13/2024	12/13/2024	\$19.90	2 5 GAL SPRING WATERS		\$19.90				
	36303	INV	12/19/2024	12/19/2024	\$9.95	1 5 GAL SPRING WATER		\$9.95				
Voucher(s): 2							Aged Totals:		Due			
									\$29.85	\$29.85	\$0.00	\$0.00
Vendor ID: 3527		Name: BRAUN INTERTEC CORPORATION					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	B410503	INV	12/2/2024	12/2/2024	\$14,808.75	202501 2025 ROAD MAINTENA			\$14,808.75			
	B413267	INV	12/19/2024	12/19/2024	\$3,520.00	202215 DICKINSON LIBRARY E		\$3,520.00				
Voucher(s): 2							Aged Totals:		Due			
									\$18,328.75	\$3,520.00	\$14,808.75	\$0.00
Vendor ID: 592		Name: BRAVERA INSURANCE					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	17229	INV	1/2/2025	1/2/2025	\$27,437.00	BOILER & MACHINERY EFF 01		\$27,437.00				
	17255	INV	1/2/2025	1/2/2025	\$412,056.00	COMM AUTO POLICY, LIAB, IN		\$412,056.00				
Voucher(s): 2							Aged Totals:		Due			
									\$439,493.00	\$439,493.00	\$0.00	\$0.00
Vendor ID: 34		Name: BRAVERA WEALTH					Class ID:		FED TAX CLAS:		C CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	1428 120624	INV	12/6/2024	12/6/2024	\$64.00	RETIREMENT SAVINGS PLAN		\$64.00				
Voucher(s): 1							Aged Totals:		Due			
									\$64.00	\$64.00	\$0.00	\$0.00
Vendor ID: 9555		Name: BRETT KEITH					Class ID:		FED TAX CLAS:		EMPLOYEE REIMBURSE	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	BK 121724	INV	12/17/2024	12/17/2024	\$61.00	EMPLOYEE EXP-BRETT KEITH		\$61.00				

Section 2. Item B.

Voucher(s): 1		Aged Totals:		Due		\$61.00		\$61.00		\$0.00		\$0.00		\$0.00									
Vendor ID: 6086		Name: BUILDERS FIRSTSOURCE INC		Class ID:		FED TAX CLAS:																	
Voucher/ Payment No.		Doc Number		Type		Doc Date		Due Date		Doc Amount		Description		Writeoff Amount		Current Period		31 - 60 Days		61 - 90 Days		91 and Over	
		75577437		INV		11/27/2024		11/27/2024		\$23.70		30.75 RETAIL-FASTENERS						\$23.70					
Voucher(s): 1		Aged Totals:		Due		\$23.70		\$0.00		\$23.70		\$0.00		\$0.00									
Vendor ID: 96		Name: BUTLER MACHINERY CO		Class ID:		FED TAX CLAS:																	
Voucher/ Payment No.		Doc Number		Type		Doc Date		Due Date		Doc Amount		Description		Writeoff Amount		Current Period		31 - 60 Days		61 - 90 Days		91 and Over	
		09CS0033737		CRM		12/11/2024				(\$4.75)		RETURN SEAL O RINGS				(\$4.75)							
		09PS0367744		INV		10/12/2024		10/12/2024		\$68.41		SLEEVE BK, HOSE PROTECT								\$68.41			
		09PS0367904		INV		10/16/2024		10/16/2024		\$622.50		ELEMENTS, FILTERS								\$622.50			
		09PS0369294		INV		11/14/2024		11/14/2024		\$540.60		FLUID SAMPLE						\$540.60					
		09PS0370270		INV		12/4/2024		12/4/2024		\$223.18		SWITCH				\$223.18							
		09PS0370326		INV		12/5/2024		12/5/2024		\$101.76		20 EXT APP GRS 2 CART S				\$101.76							
		09PS0370817		INV		12/13/2024		12/13/2024		\$89.23		6 CAT ELC-1 GAL				\$89.23							
		09WO0123672		INV		12/13/2024		12/13/2024		\$270.00		WORK DONE ON UNIT R-1				\$270.00							
		09PS0370878		INV		12/14/2024		12/14/2024		\$506.72		NUT, BOLTS				\$506.72							
		09PS0370879		INV		12/14/2024		12/14/2024		\$1,533.29		EDGE CUTT, END EDGE, BOL				\$1,533.29							
		09PS0370880		INV		12/14/2024		12/14/2024		\$13.14		8 WASHERS				\$13.14							
		09PS0370881		INV		12/14/2024		12/14/2024		\$44.55		FILTER AS				\$44.55							
		09PS0370882		INV		12/14/2024		12/14/2024		\$73.50		2 FILTERS				\$73.50							
		09WO0123704		INV		12/17/2024		12/17/2024		\$2,634.17		WORK DONE ON R58				\$2,634.17							
Voucher(s): 14		Aged Totals:		Due		\$6,716.30		\$5,484.79		\$540.60		\$690.91		\$0.00									
Vendor ID: 610		Name: CARQUEST AUTO PARTS STORES		Class ID:		FED TAX CLAS:																	
Voucher/ Payment No.		Doc Number		Type		Doc Date		Due Date		Doc Amount		Description		Writeoff Amount		Current Period		31 - 60 Days		61 - 90 Days		91 and Over	
		2781-425181		CRM		12/3/2024				(\$27.00)		RETURN CORE				(\$27.00)							
		2781-425505		INV		12/11/2024		12/11/2024		\$168.66		HI COUNT LED, STT LAMP				\$168.66							
		2781-425575		INV		12/12/2024		12/12/2024		\$187.50		BATTERY				\$187.50							
		2781-425639		INV		12/13/2024		12/13/2024		\$159.99		BRAKE PADS, PAINTED ROTC				\$159.99							
		2781-425756		INV		12/17/2024		12/17/2024		\$89.60		OIL FILTERS (10)				\$89.60							

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System: 1/2/2025

User Date: 1/2/2025

2:55:08 PM

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

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2781-425888

INV

12/20/2024

12/20/2024

\$240.56

OIL FILTERS

\$240.56

Section 2. Item B.

Voucher(s): 6

Aged Totals:

Due

\$819.31

\$819.31

\$0.00

\$0.00

\$0.00

Vendor ID: 3431

Name: CENGAGE LEARNING

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

86077601

INV

12/19/2024

12/19/2024

\$55.48

DIP

\$55.48

86077833

INV

12/19/2024

12/19/2024

\$73.47

DIP

\$73.47

Voucher(s): 2

Aged Totals:

Due

\$128.95

\$128.95

\$0.00

\$0.00

\$0.00

Vendor ID: 1859

Name: CHI ST ALEXIUS MEDICAL CENTER

Class ID: 1099

FED TAX CLAS: MEDICAL

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

23470

INV

10/4/2024

10/4/2024

\$1,095.75

EAP QUARTERLY SERVICES

\$1,095.75

Voucher(s): 1

Aged Totals:

Due

\$1,095.75

\$0.00

\$0.00

\$1,095.75

\$0.00

Vendor ID: 9641

Name: CIVICPLUS LLC

Class ID:

FED TAX CLAS: LLC-P

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

325718

INV

12/31/2024

12/31/2024

\$888.00

REMOVING & REPLACING GEI

\$888.00

325952

INV

12/31/2024

12/31/2024

\$7,762.49

MUNICODE CONTRACT BASE

\$7,762.49

Voucher(s): 2

Aged Totals:

Due

\$8,650.49

\$8,650.49

\$0.00

\$0.00

\$0.00

Vendor ID: 4683

Name: COLDSPRING

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

2313790

INV

12/9/2024

12/9/2024

\$352.00

NS-3 ROSE NICHE FRONT

\$352.00

2314299

INV

12/10/2024

12/10/2024

\$453.00

CF-1 CRYPT FRONT

\$453.00

2314300

INV

12/10/2024

12/10/2024

\$453.00

CF-1 CRYPT FRONT

\$453.00

2316417

INV

12/13/2024

12/13/2024

\$352.00

NS-1 ROSE NICHE FRONT

\$352.00

2318960

INV

12/19/2024

12/19/2024

\$352.00

NS-1 ROSE NICHE FRONT

\$352.00

Voucher(s): 5

Aged Totals:

Due

\$1,962.00

\$1,962.00

\$0.00

\$0.00

\$0.00

Vendor ID: 4207

Name: COLLIERS SECURITIES LLC

Class ID: 1099

FED TAX CLAS: LLC-P

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

123124

INV

12/31/2024

12/31/2024

\$400.00

UNAUDITED ANNUAL REPORT

\$400.00

Voucher(s): 1

Aged Totals:

Due

\$400.00

\$400.00

\$0.00

\$0.00

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AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Vendor ID: 142		Name: DACOTAH PAPER CO					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	37140	INV	12/9/2024	12/9/2024	\$88.83	LINER CAN REPRO		\$88.83			
	45783	INV	12/29/2024	12/29/2024	\$506.56	4 CLEANER DISINF RAPID MS		\$506.56			
							Due				
Voucher(s): 2		Aged Totals:					\$595.39	\$595.39	\$0.00	\$0.00	\$0.00
Vendor ID: 5999		Name: DAKOTA BUSINESS SOLUTIONS					Class ID:		FED TAX CLAS: S CORP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1381	INV	12/10/2024	12/10/2024	\$1,961.49	11-20-24 WATER STATMENTS		\$1,961.49			
							Due				
Voucher(s): 1		Aged Totals:					\$1,961.49	\$1,961.49	\$0.00	\$0.00	\$0.00
Vendor ID: 5548		Name: DAKOTA POWER HYDRAULICS					Class ID: 1099		FED TAX CLAS: LLC AS PARTNERSHIP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3454	INV	12/11/2024	12/11/2024	\$77.33	O-RINGS, WELD UP PORT R3E		\$77.33			
							Due				
Voucher(s): 1		Aged Totals:					\$77.33	\$77.33	\$0.00	\$0.00	\$0.00
Vendor ID: 3938		Name: DAKOTA SIGNWERKS					Class ID: 1099		FED TAX CLAS: MISC		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	122451	INV	12/9/2024	12/9/2024	\$63.25	2" WHITE DECALS, LETTERS,		\$63.25			
							Due				
Voucher(s): 1		Aged Totals:					\$63.25	\$63.25	\$0.00	\$0.00	\$0.00
Vendor ID: 131		Name: DICKINSON CONVENTION BUREAU					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	TRANSIT/EXP DEC 24	INV	12/31/2024	12/31/2024	\$61,129.07	TRANSIT EXPEND/RECD DEC		\$61,129.07			
							Due				
Voucher(s): 1		Aged Totals:					\$61,129.07	\$61,129.07	\$0.00	\$0.00	\$0.00
Vendor ID: 2286		Name: DICKINSON FIRE FIGHTERS ASSOCIATION					Class ID:		FED TAX CLAS: GOV		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	10302024	INV	12/30/2024	12/30/2024	\$420.00	DEC 20TH WITHHOLDINGS		\$420.00			
							Due				
Voucher(s): 1		Aged Totals:					\$420.00	\$420.00	\$0.00	\$0.00	\$0.00
Vendor ID: 175		Name: DICKINSON PARKS & REC					Class ID:		FED TAX CLAS: GOVERNMENT NON PROFI		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	DEC 2024	INV	12/31/2024	12/31/2024	\$26,636.60	TRANSIT EXPEN/GENERAL DE		\$26,636.60			

Section 2. Item B.

Voucher(s): 1		Aged Totals:					Due		\$26,636.60		\$26,636.60		\$0.00		\$0.00		Section 2. Item B.	
Vendor ID: 182		Name: DICKINSON TIRE INC					Class ID:		FED TAX CLAS:									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over							
	1-GS187036	INV	12/13/2024	12/13/2024	\$943.48	TIRES		\$943.48										
	1-187131	INV	12/20/2024	12/20/2024	\$1,167.00	NEW TIRES FOR UNIT W65		\$1,167.00										
Voucher(s): 2		Aged Totals:					Due		\$2,110.48		\$2,110.48		\$0.00		\$0.00		\$0.00	
Vendor ID: 167		Name: DICKINSON TR AIRPORT					Class ID:		FED TAX CLAS:									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over							
	STARK CO TAX 12/24	INV	12/16/2024	12/16/2024	\$826.44	TRANSIT EXPEND/RECD IN DE		\$826.44										
Voucher(s): 1		Aged Totals:					Due		\$826.44		\$826.44		\$0.00		\$0.00		\$0.00	
Vendor ID: 192		Name: DONS FILTER & FURNACES UNLIMITED					Class ID:		FED TAX CLAS: S CORP									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over							
	056105	INV	1/2/2025	1/2/2025	\$789.50	MISC FILTERS		\$789.50										
Voucher(s): 1		Aged Totals:					Due		\$789.50		\$789.50		\$0.00		\$0.00		\$0.00	
Vendor ID: 1855		Name: DUKES WELDING & FABRICATION					Class ID:		FED TAX CLAS:									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over							
	27603	INV	12/4/2024	12/4/2024	\$60.00	BOOM EXTENSION, LABOR		\$60.00										
	27622	INV	12/18/2024	12/18/2024	\$150.00	REPAIR ALUM GRADING, LABO		\$150.00										
Voucher(s): 2		Aged Totals:					Due		\$210.00		\$210.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 4135		Name: EAST END AUTO (CITY ACCT)					Class ID:		FED TAX CLAS:									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over							
	18528	INV	11/26/2024	11/26/2024	\$1,650.00	BOMAG PACKER			\$1,650.00									
Voucher(s): 1		Aged Totals:					Due		\$1,650.00		\$0.00		\$1,650.00		\$0.00		\$0.00	
Vendor ID: 4329		Name: ELAINE DVORAK					Class ID:		FED TAX CLAS: EMPLOYEE									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over							
	6683-30	INV	12/18/2024	12/18/2024	\$56.00	4 DZ TWISTS, 3-1 DZ EA COOP		\$56.00										
Voucher(s): 1		Aged Totals:					Due		\$56.00		\$56.00		\$0.00		\$0.00		\$0.00	

Section 2. Item B.

Vendor ID: 2535		Name: ELECTRIC PUMP				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	027787	INV	10/25/2024	10/25/2024	\$795.24	FLYGT, MINI CASII, VAC, SOCI				\$795.24	
	028093	INV	12/9/2024	12/9/2024	\$49,610.74	REPLACE GORMAN RUPP		\$49,610.74			
	028411	INV	12/26/2024	12/26/2024	\$2,246.21	IMPELLER		\$2,246.21			
Voucher(s): 3							Due				
Aged Totals:							\$52,652.19	\$51,856.95	\$0.00	\$795.24	\$0.00

Vendor ID: 2981		Name: ELECTRIC SALES & SERVICE INC				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	29052	INV	10/24/2024	10/24/2024	\$340.00	202104 SIMS ST & UTILITY IMP				\$340.00	
	127597	INV	11/14/2024	11/14/2024	\$29.00	2 LIGHTS			\$29.00		
	127599	INV	11/14/2024	11/14/2024	\$58.00	4 LIGHTS			\$58.00		
Voucher(s): 3							Due				
Aged Totals:							\$427.00	\$0.00	\$87.00	\$340.00	\$0.00

Vendor ID: 2758		Name: ELECTRONIC COMMUNICATIONS INC				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	104243	INV	12/18/2024	12/18/2024	\$18,095.00	NEW INSTALL UNIT #42		\$18,095.00			
	104245	INV	12/18/2024	12/18/2024	\$18,186.00	NEW INSTALL UNIT #16		\$18,186.00			
	104255	INV	12/20/2024	12/20/2024	\$18,152.00	NEW INSTALL UNIT #12		\$18,152.00			
	104273	INV	12/23/2024	12/23/2024	\$18,142.00	NEW INSTALL UNIT #4		\$18,142.00			
Voucher(s): 4							Due				
Aged Totals:							\$72,575.00	\$72,575.00	\$0.00	\$0.00	\$0.00

Vendor ID: 9961		Name: EQUIPMENT EXPRESS LLC				Class ID:		FED TAX CLAS:		LLC-S	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2291	INV	11/25/2024	11/25/2024	\$47,960.00	LUCAS 3 COMPRE SYSTEM, C			\$47,960.00		
Voucher(s): 1							Due				
Aged Totals:							\$47,960.00	\$0.00	\$47,960.00	\$0.00	\$0.00

Vendor ID: 5451		Name: ETSYSTEMS, INC				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	35535	INV	11/30/2024	11/30/2024	\$74.00	IN OFFICE PROGRAMMING			\$74.00		
Voucher(s): 1							Due				
Aged Totals:							\$74.00	\$0.00	\$74.00	\$0.00	\$0.00

Vendor ID: 6237		Name: EVOQUA WATER TECHNOLOGIES LLC				Class ID:		FED TAX CLAS:		C CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Voucher(s): 1							Due				
Aged Totals:							\$74.00	\$0.00	\$74.00	\$0.00	\$0.00

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User Date: 1/2/2025

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

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906808527

INV

12/23/2024

12/23/2024

\$20,409.80

3895 GAL BIOXIDE

\$20,409.80

Section 2. Item B.

Voucher(s): 1

Aged Totals:

Due

\$20,409.80

\$20,409.80

\$0.00

\$0.00

\$0.00

Vendor ID: 181

Name: FACTORY MOTOR PARTS

Class ID:

FED TAX CLAS: S CORP

Voucher/ Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

206-022176

CRM

12/11/2024

(\$16.00)

RETURN MEDIUM BATTERY C

(\$16.00)

206-022416

INV

12/19/2024

12/19/2024

\$159.28

MTC BXT 65 850

\$159.28

Voucher(s): 2

Aged Totals:

Due

\$143.28

\$143.28

\$0.00

\$0.00

\$0.00

Vendor ID: 1567

Name: FASTENAL COMPANY

Class ID:

FED TAX CLAS:

Voucher/ Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

NDDIC202409

INV

12/2/2024

12/2/2024

\$161.80

FHSCS 3/4 -10X4

\$161.80

NDDIC202604

INV

12/17/2024

12/17/2024

\$649.49

GX2 ALTAIR 4X CHARGER

\$649.49

Voucher(s): 2

Aged Totals:

Due

\$811.29

\$649.49

\$161.80

\$0.00

\$0.00

Vendor ID: 2606

Name: FERGUSON ENTERPRISES INC

Class ID:

FED TAX CLAS:

Voucher/ Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

1156137

INV

12/3/2024

12/3/2024

\$60.28

DU FLTR DIAPH KIT, INSIDE D'

\$60.28

1158058

INV

12/3/2024

12/3/2024

\$129.00

1G URN FV W/SWT KIT

\$129.00

Voucher(s): 2

Aged Totals:

Due

\$189.28

\$189.28

\$0.00

\$0.00

\$0.00

Vendor ID: 4084

Name: FERGUSON WATERWORKS #2516

Class ID:

FED TAX CLAS:

Voucher/ Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

W1008613

INV

12/3/2024

12/3/2024

\$1,680.20

STRT MTR COUP, COUP WIRE

\$1,680.20

0503803

INV

12/4/2024

12/4/2024

\$38,460.50

NEPTUNE 360 AMI, PORTAL

\$38,460.50

Voucher(s): 2

Aged Totals:

Due

\$40,140.70

\$40,140.70

\$0.00

\$0.00

\$0.00

Vendor ID: 6113

Name: FLEETMIND SOLUTIONS INC.

Class ID:

FED TAX CLAS: CORPORATION

Voucher/ Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

11810

INV

12/6/2024

12/6/2024

\$1,015.00

DEC MONTHLY DATA W/VERIFI

\$1,015.00

11811

INV

12/6/2024

12/6/2024

\$435.03

DEC MONTHLY DATA W/VERIFI

\$435.03

Voucher(s): 2

Aged Totals:

Due

\$1,450.03

\$1,450.03

\$0.00

\$0.00

\$0.00

Section 2. Item B.

Vendor ID: 5859		Name: FORUM COMMUNICATIONS CO.				Class ID:		FED TAX CLAS: S CORP			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	I2024.00042183	INV	11/30/2024	11/30/2024	\$480.00	CHRISTMAS EVENT ADVERTI			\$480.00		
	I2024.00042184	INV	11/30/2024	11/30/2024	\$200.00	CHRISTMAS EVENT-ADVERTI			\$200.00		
							Due				
Voucher(s): 2		Aged Totals:					\$680.00	\$0.00	\$680.00	\$0.00	\$0.00
Vendor ID: 6287		Name: FRIES JOEL/ TRACKER MANAGEMENT				Class ID: 1099		FED TAX CLAS: SOLE PROP/SINGLE LLC			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	18368	INV	12/4/2024	12/4/2024	\$3,618.23	11/26/24 DICKINSON-SHAKOPI		\$3,618.23			
	18385	INV	12/16/2024	12/16/2024	\$2,381.70	12-09-24 DICKINSON-SHAKOP		\$2,381.70			
	18428	INV	12/20/2024	12/20/2024	\$2,389.48	12-18-24 DICKINSON-SHAKOP		\$2,389.48			
							Due				
Voucher(s): 3		Aged Totals:					\$8,389.41	\$8,389.41	\$0.00	\$0.00	\$0.00
Vendor ID: 235		Name: FRONTIER PRECISION				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV315127	INV	12/17/2024	12/17/2024	\$2,514.68	NIKON AUTO LEVEL, LEVELIN		\$2,514.68			
							Due				
Voucher(s): 1		Aged Totals:					\$2,514.68	\$2,514.68	\$0.00	\$0.00	\$0.00
Vendor ID: 668		Name: GALLS INC				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	29934073	INV	12/16/2024	12/16/2024	\$1,489.59	UNIFORMS FOR EMS		\$1,489.59			
	OR28352736-2835273	INV	12/23/2024	12/23/2024	\$1,078.95	4 SPARTAN SX IN 1 JACKET		\$1,078.95			
							Due				
Voucher(s): 2		Aged Totals:					\$2,568.54	\$2,568.54	\$0.00	\$0.00	\$0.00
Vendor ID: 241		Name: GENERAL STEEL & SUPPLY				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	28959	INV	12/12/2024	12/12/2024	\$92.26	SAS SC NEEDLE SET, FLEX H.		\$92.26			
							Due				
Voucher(s): 1		Aged Totals:					\$92.26	\$92.26	\$0.00	\$0.00	\$0.00
Vendor ID: 243		Name: GEORGES TIRE SHOP INC				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	177044	INV	12/6/2024	12/6/2024	\$115.00	FIX FLAT, TIRE		\$115.00			
	177045	INV	12/6/2024	12/6/2024	\$3,169.00	7 NEW TIRES		\$3,169.00			
	186290	INV	12/6/2024	12/6/2024	\$40.00	FIX FLAT-R44		\$40.00			

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	187338	INV	12/13/2024	12/13/2024	\$82.00	2 CHGE, DISPOSAL R9		\$82.00					
	187351	INV	12/13/2024	12/13/2024	\$40.00	1 FLAT		\$40.00					
	186632	INV	12/16/2024	12/16/2024	\$40.00	1 FLAT R-60		\$40.00					
	186736	INV	12/19/2024	12/19/2024	\$40.00	1 FLAT R60		\$40.00					
	186749	INV	12/19/2024	12/19/2024	\$140.00	4 CHGE R44		\$140.00					
	186827	INV	12/23/2024	12/23/2024	\$2,310.00	TIRES		\$2,310.00					
Voucher(s):	9						Aged Totals:	Due	\$5,976.00	\$5,976.00	\$0.00	\$0.00	\$0.00
Vendor ID:	3215	Name: GRAINGER					Class ID:		FED TAX CLAS:				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	9275897321	INV	10/9/2024	10/9/2024	\$1,242.25	CUT TO L ELCT HEATING CBL				\$1,242.25			
	9276575389	INV	10/9/2024	10/9/2024	\$1,757.63	GENPURP HNDHLD FLSHLGH				\$1,757.63			
Voucher(s):	2						Aged Totals:	Due	\$2,999.88	\$0.00	\$0.00	\$2,999.88	\$0.00
Vendor ID:	248	Name: GRAND FORKS FIRE EQUIPMENT					Class ID:		FED TAX CLAS:				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	42433	INV	12/17/2024	12/17/2024	\$5,059.98	ALTARI 5X DECTECTOR COLC		\$5,059.98					
Voucher(s):	1						Aged Totals:	Due	\$5,059.98	\$5,059.98	\$0.00	\$0.00	\$0.00
Vendor ID:	1813	Name: GREAT PLAINS DIRECTORY SERVICE					Class ID:		FED TAX CLAS:				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	22757	INV	8/8/2024	8/8/2024	\$208.00	DUNN, MCKEN, MOR CO, PLA					\$208.00		
Voucher(s):	1						Aged Totals:	Due	\$208.00	\$0.00	\$0.00	\$0.00	\$208.00
Vendor ID:	9747	Name: GREEN LANDON					Class ID:		FED TAX CLAS:	EMPLOYEE REIMBURSE			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	MILEAGE NOV 2024	INV	12/2/2024	12/2/2024	\$62.78	MILEAGE FOR NOV. 2024			\$62.78				
Voucher(s):	1						Aged Totals:	Due	\$62.78	\$0.00	\$62.78	\$0.00	\$0.00
Vendor ID:	4550	Name: HANSON, MATT					Class ID:		FED TAX CLAS:	EMPLOYEE			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	MH 121324	INV	12/13/2024	12/13/2024	\$384.00	EMPLOYEE EXP-MATT HANSC		\$384.00					
Voucher(s):	1						Aged Totals:	Due	\$384.00	\$384.00	\$0.00	\$0.00	

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Vendor ID: 1633

Name: HAWKINS INC

Class ID:

FED TAX CLAS:

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Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	6940813	INV	12/16/2024	12/16/2024	\$10,563.00	2200 LB AQUA HAWK		\$10,563.00			
							Due				
Voucher(s): 1		Aged Totals:					\$10,563.00	\$10,563.00	\$0.00	\$0.00	\$0.00

Vendor ID: 6210

Name: HEART RIVER VOICE

Class ID:

FED TAX CLAS: S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1152	INV	12/26/2024	12/26/2024	\$140.00	ADVERTISING -LIBRARY		\$140.00			
							Due				
Voucher(s): 1		Aged Totals:					\$140.00	\$140.00	\$0.00	\$0.00	\$0.00

Vendor ID: 4004

Name: HIGHLANDS ENGINEERING & SURVEYING PLLC

Class ID:

FED TAX CLAS:

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	200122-09	INV	12/20/2024	12/20/2024	\$1,124.50	PROFESSIONAL SERVICES		\$1,124.50			
	231223-06	INV	12/20/2024	12/20/2024	\$4,744.25	202316 NORTH INDUSTRIES S		\$4,744.25			
	241335-04	INV	12/20/2024	12/20/2024	\$22,221.00	202417 5TH ST SE-3RD AVE W		\$22,221.00			
							Due				
Voucher(s): 3		Aged Totals:					\$28,089.75	\$28,089.75	\$0.00	\$0.00	\$0.00

Vendor ID: 5551

Name: HORIZON CABLE SERVICE INC

Class ID:

FED TAX CLAS: S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	057719	INV	11/26/2024	11/26/2024	\$797.43	PULL TESTS			\$797.43		
							Due				
Voucher(s): 1		Aged Totals:					\$797.43	\$0.00	\$797.43	\$0.00	\$0.00

Vendor ID: 4284

Name: HUTZ'S WELDING SERVICE & REPAIR LLC

Class ID: 1099

FED TAX CLAS:

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	28257	INV	12/21/2024	12/21/2024	\$2,150.46	REPAIR QUICKATTACHMENT		\$2,150.46			
							Due				
Voucher(s): 1		Aged Totals:					\$2,150.46	\$2,150.46	\$0.00	\$0.00	\$0.00

Vendor ID: 5788

Name: INNOVATIVE OFFICE SOLUTIONS LLC

Class ID: 1099

FED TAX CLAS: LLC-P

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	4672766	INV	10/21/2024	10/21/2024	\$77.75	BNDR, VIEW, PAPER, COPY				\$77.75	
	4690559	INV	11/11/2024	11/11/2024	\$53.23	REFILL, TIMMST, CITRUS, PEN			\$53.23		
	4690571	INV	11/11/2024	11/11/2024	\$35.60	TISSUE, PUFFS, 3 PK			\$35.60		
	4712697	INV	12/9/2024	12/9/2024	\$17.61	BOWL, MOP, 10" HANDLE		\$17.61			
	4724278	INV	12/20/2024	12/20/2024	\$7.05	MARKER, SHARPIE, CHISEL, E		\$7.05			

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Voucher(s): 5

Aged Totals:

Due

\$191.24

\$24.66

\$88.83

\$77.75

\$0.00

Vendor ID: 3327

Name: JACKS FAMILY RESTAURANT

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

57453

INV

12/19/2024

12/19/2024

\$510.00

DINNER FOR MEETING

\$510.00

Voucher(s): 1

Aged Totals:

Due

\$510.00

\$510.00

\$0.00

\$0.00

\$0.00

Vendor ID: 293

Name: JEROMES DISTRIBUTING INC

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

2054518

INV

12/17/2024

12/17/2024

\$78.00

10 KANDIYOHI 5 GAL WATERS

\$78.00

Voucher(s): 1

Aged Totals:

Due

\$78.00

\$78.00

\$0.00

\$0.00

\$0.00

Vendor ID: 294

Name: JOB SERVICE NORTH DAKOTA

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

BURICH GARN 12/24

INV

12/12/2024

12/12/2024

\$374.56

P/R GARNISHMENT452023CVC

\$374.56

122424

INV

12/24/2024

12/24/2024

\$374.56

P/R GARNISHMENT BURICH

\$374.56

Voucher(s): 2

Aged Totals:

Due

\$749.12

\$749.12

\$0.00

\$0.00

\$0.00

Vendor ID: 2229

Name: KIESLER POLICE SUPPLY

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

SO235546

INV

12/6/2024

12/6/2024

\$12,120.96

GLOCK 45 MOS5 GEN5 9MM P

\$12,120.96

Voucher(s): 1

Aged Totals:

Due

\$12,120.96

\$12,120.96

\$0.00

\$0.00

\$0.00

Vendor ID: 4955

Name: KILWEIN RYAN/RLK ENTERPRISE

Class ID: 1099

FED TAX CLAS: MISC

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

2891

INV

12/26/2024

12/26/2024

\$559.40

PLUMBING UPSTAIRS SHOWE

\$559.40

Voucher(s): 1

Aged Totals:

Due

\$559.40

\$559.40

\$0.00

\$0.00

\$0.00

Vendor ID: 5512

Name: KONECRANES

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

155111727

INV

12/9/2024

12/9/2024

\$1,504.00

ONE TIME INSPECTION

\$1,504.00

Voucher(s): 1

Aged Totals:

Due

\$1,504.00

\$1,504.00

\$0.00

\$0.00

\$0.00

Vendor ID: 5635

Name: KUNTZ SANDBLASTING & PAINTNG

Class ID:

FED TAX CLAS: TEMP FOR COURT

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

25401

INV

12/12/2024

12/12/2024

\$510.00

DROVE TO LANDFILL/LOADED

\$510.00

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25444 INV 12/18/2024 12/18/2024 \$510.00 LOADED TRASH BURNER \$510.00

Voucher(s): 2		Aged Totals:		Due		\$1,020.00		\$1,020.00		\$0.00		\$0.00		\$0.00	
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Vendor ID: 2890			Name: L-TRON CORPORATION				Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	685809	INV	12/12/2024	12/12/2024	\$204.40	HAVIS 120 WATT POWER SUF		\$204.40			

Voucher(s): 1		Aged Totals:		Due		\$204.40		\$204.40		\$0.00		\$0.00		\$0.00	
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Vendor ID: 3474			Name: LEARNING OPPORTUNITIES				Class ID:		FED TAX CLAS:		C CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	254094	INV	12/11/2024	12/11/2024	\$66.56	DIP CH		\$66.56				

Voucher(s): 1		Aged Totals:		Due		\$66.56		\$66.56		\$0.00		\$0.00		\$0.00	
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Vendor ID: 4689			Name: LEXIPOL LLC			Class ID:			FED TAX CLAS: LLC-P		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	INV11245880	INV	12/1/2024	12/1/2024	\$1,828.99	ANNUAL IT SUPPORT, ADDIT I			\$1,828.99		

Voucher(s): 1		Aged Totals:		Due		\$1,828.99		\$0.00		\$1,828.99		\$0.00		\$0.00	
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Vendor ID: 6132			Name: LIBERTY DOORS, LLC			Class ID: 1099			FED TAX CLAS: LLC		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	10188	INV	11/21/2024	11/21/2024	\$2,220.25	WORK DONE ON OVERHEAD			\$2,220.25		

Voucher(s): 1		Aged Totals:		Due		\$2,220.25		\$0.00		\$2,220.25		\$0.00		\$0.00	
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Vendor ID: 9510			Name: LINDE GAS & EQUIPMENT INC				Class ID:		FED TAX CLAS: C CORP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	46935196	INV	12/18/2024	12/18/2024	\$65.52	OXYGEN USP AD		\$65.52			
	46951477	INV	12/19/2024	12/19/2024	\$157.26	OXYGEN S, ACETYLENE #2		\$157.26			

Voucher(s): 2		Aged Totals:		Due		\$222.78		\$222.78		\$0.00		\$0.00		\$0.00	
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Vendor ID: 1218			Name: LOGO MAGIC INC				Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	147018	INV	11/6/2024	11/6/2024	\$148.00	CLOTHING ORDERED -DANIEL			\$148.00		
	148240	INV	12/16/2024	12/16/2024	\$3,024.00	CLOTHING ORDERED -FIRE D		\$3,024.00			
	148396	INV	12/18/2024	12/18/2024	\$68.00	CAPS/FLIP UPS ORDERED-D I		\$68.00			

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148397	INV	12/18/2024	12/18/2024	\$41.00	CLOTHING ORDERED-SEAN R	\$41.00
148398	INV	12/18/2024	12/18/2024	\$43.00	CAPS/FLIP UPS ORDERED-Z L	\$43.00
148435	INV	12/18/2024	12/18/2024	\$70.00	CLOTHING ORDERED-S HIRNI	\$70.00
148437	INV	12/19/2024	12/19/2024	\$130.00	CLOTHING ORDERED-DARNE	\$130.00
148460	INV	12/19/2024	12/19/2024	\$82.00	EMS UNIFORMS	\$82.00
148542	INV	12/20/2024	12/20/2024	\$36.00	LOGO/NAME ORDERED JAREI	\$36.00
148550	INV	12/20/2024	12/20/2024	\$7.00	CLOTHING ORDERED-YOEL N	\$7.00
148640	INV	12/31/2024	12/31/2024	\$294.00	CLOTHING ORDERED-P DECK	\$294.00

Voucher(s): 11		Aged Totals:		Due					
				\$3,943.00	\$3,795.00	\$148.00	\$0.00	\$0.00	

Vendor ID: 4343			Name: M&T FIRE AND SAFETY				Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	13038	INV	12/18/2024	12/18/2024	\$56,140.75	TAILS, BUNKER PANT		\$56,140.75			
	13062P	INV	12/31/2024	12/31/2024	\$3,613.00	CLOTHING FOR BRAWNSON \		\$3,613.00			

Voucher(s): 2		Aged Totals:		Due					
				\$59,753.75	\$59,753.75	\$0.00	\$0.00	\$0.00	

Vendor ID: 6192			Name: MAC'S HARDWARE				Class ID:		FED TAX CLAS:		C CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	C61000/D	INV	12/5/2024	12/5/2024	\$32.45	DSPSBL LP CLNDR BL		\$32.45				
	C63205/D	INV	12/30/2024	12/30/2024	\$69.98	2 THRD LCK BLUE GEL 36 ML		\$69.98				
	C63258/D	INV	12/30/2024	12/30/2024	\$339.96	CHN/HKS, CHN, HK 20FT		\$339.96				

Voucher(s): 3		Aged Totals:		Due					
				\$442.39	\$442.39	\$0.00	\$0.00	\$0.00	

Vendor ID: 352			Name: MACKOFF KELLOGG LAW FIRM				Class ID: 1099		FED TAX CLAS: ATTORNEY		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	55000-000C 123124	INV	12/31/2024	12/31/2024	\$17,000.00	PROSECUTION FOR DEC 2024		\$17,000.00			
	56000-000C 1224	INV	12/31/2024	12/31/2024	\$15,000.00	CITY ATTORNEY CONTRACT -		\$15,000.00			

Voucher(s): 2		Aged Totals:		Due					
				\$32,000.00	\$32,000.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 4802		Name: MARATHON PETROLEUM CORPORATION				Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	001	INV	12/4/2024	12/4/2024	\$9,812.00	UNIVERSAL GREEN 3% ALCOI		\$9,812.00			

Voucher(s): 1												Aged Totals:		Due		\$9,812.00		\$9,812.00		\$0.00		\$0.00		\$0.00		Section 2. Item B.	
Vendor ID: 5715				Name: MARTIN'S WELDING & REFRIGERATION INC				Class ID:				FED TAX CLAS: S CORP															
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over															
		10207	INV	11/18/2024	11/18/2024	\$580.50	RECOVERED 43 UNITS FROM			\$580.50																	
		10210	INV	11/18/2024	11/18/2024	\$698.52	SERVICE WORK @ PW			\$698.52																	
		10250	INV	11/26/2024	11/26/2024	\$1,660.37	SERVICE WORK @ PW			\$1,660.37																	
		10267	INV	11/29/2024	11/29/2024	\$1,015.90	SERVICE WORK ON HEATER I			\$1,015.90																	
		10293	INV	12/3/2024	12/3/2024	\$2,259.20	PUBLIC WORKS BOILER SYST		\$2,259.20																		
		10302	INV	12/9/2024	12/9/2024	\$418.50	RECOVERED 31 UNITS FROM		\$418.50																		
		10318	INV	12/9/2024	12/9/2024	\$688.68	INSTALLED NEW THERMOSTAT		\$688.68																		
Voucher(s): 7												Aged Totals:		Due		\$7,321.67		\$3,366.38		\$3,955.29		\$0.00		\$0.00			
Vendor ID: 9669				Name: MCCABE DAN				Class ID:				FED TAX CLAS: EMPLOYEE REIMBURSE															
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over															
		DM 121724	INV	12/17/2024	12/17/2024	\$61.00	EMPLOYEE EXP-DAN MCCABE		\$61.00																		
Voucher(s): 1												Aged Totals:		Due		\$61.00		\$61.00		\$0.00		\$0.00		\$0.00			
Vendor ID: 4828				Name: MENARDS				Class ID:				FED TAX CLAS:															
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over															
		58141	INV	12/3/2024	12/3/2024	\$5.98	8.75" THERM/HYGRO		\$5.98																		
		58248	INV	12/5/2024	12/5/2024	\$2,333.68	CHRISTMAS DECORATIONS		\$2,333.68																		
		58349	INV	12/7/2024	12/7/2024	\$126.47	SCREWDRIVER SET, WKSHO		\$126.47																		
		58732	INV	12/16/2024	12/16/2024	\$104.00	32 GLACIERMIST SPRING WA		\$104.00																		
		58736	INV	12/16/2024	12/16/2024	\$205.27	TAPE MEASURE, WIPES, FLSH		\$205.27																		
		58790	INV	12/17/2024	12/17/2024	\$255.77	BEAMS, STEEL END FRAME, V		\$255.77																		
		58795	INV	12/17/2024	12/17/2024	\$287.76	STEEL END FRAME, WIRE, BA		\$287.76																		
		58833	INV	12/18/2024	12/18/2024	\$42.27	5" COLOR DIAL THERMOMETE		\$42.27																		
		58836	INV	12/18/2024	12/18/2024	\$20.97	3 BRIGHTAIR AUTO SPRAY 2 F		\$20.97																		
		58839	INV	12/18/2024	12/18/2024	\$139.27	SHOP SUPPLIES		\$139.27																		
		58901	INV	12/19/2024	12/19/2024	\$25.71	THREADED INSERT TOOL, PH		\$25.71																		
		58909	INV	12/19/2024	12/19/2024	\$133.82	MULTI CUTTING WHEEL, CATI		\$133.82																		

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	58972	INV	12/20/2024	12/20/2024	\$236.39	THERMOMETERS, TORCH KIT		\$236.39				
	58985	INV	12/20/2024	12/20/2024	\$964.30	MISC ITEMS FOR FIRE DEPT		\$964.30				
	59165	INV	12/26/2024	12/26/2024	\$18.98	2 WEATHERBEATER WIPERS		\$18.98				
	59167	INV	12/26/2024	12/26/2024	\$11.96	41" TARP STRAPS		\$11.96				
Voucher(s):	16	Aged Totals:					Due	\$4,912.60	\$4,912.60	\$0.00	\$0.00	\$0.00
Vendor ID:	6400	Name: MIDCONTINENT COMMUNICATIONS					Class ID:	1099	FED TAX CLAS: PARTNERSHIP			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	22239950114457	INV	12/20/2024	12/20/2024	\$123.39	BUSINESS INTERNET 100		\$123.39				
Voucher(s):	1	Aged Totals:					Due	\$123.39	\$123.39	\$0.00	\$0.00	\$0.00
Vendor ID:	370	Name: MIDWEST DOORS INC					Class ID:		FED TAX CLAS:			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	97116	INV	11/27/2024	11/27/2024	\$184.03	LABOR TO REPLACE WALL BL			\$184.03			
	97213	INV	12/13/2024	12/13/2024	\$225.00	LABOR TO PUT KEY BACK-SP		\$225.00				
Voucher(s):	2	Aged Totals:					Due	\$409.03	\$225.00	\$184.03	\$0.00	\$0.00
Vendor ID:	1732	Name: MIDWEST TAPE					Class ID:		FED TAX CLAS:			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	506430223	INV	12/4/2024	12/4/2024	\$20.23	DIP CH AV		\$20.23				
	506430224	INV	12/4/2024	12/4/2024	\$18.74	DIP AV		\$18.74				
	506464595	INV	12/12/2024	12/12/2024	\$14.99	BC AV		\$14.99				
Voucher(s):	3	Aged Totals:					Due	\$53.96	\$53.96	\$0.00	\$0.00	\$0.00
Vendor ID:	984	Name: MINNESOTA VALLEY TESTING LAB INC					Class ID:		FED TAX CLAS:			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	1285425	INV	12/13/2024	12/13/2024	\$49.00	CHEMICALS		\$49.00				
	1285428	INV	12/13/2024	12/13/2024	\$254.80	CHEMICALS		\$254.80				
	1285568	INV	12/13/2024	12/13/2024	\$157.60	CHEMICALS		\$157.60				
	1285572	INV	12/13/2024	12/13/2024	\$49.00	CHEMICALS		\$49.00				
	1285573	INV	12/13/2024	12/13/2024	\$254.80	CHEMICALS		\$254.80				
	1285764	INV	12/16/2024	12/16/2024	\$106.30	CHEMICALS		\$106.30				
	1286519	INV	12/20/2024	12/20/2024	\$106.30	CHEMICALS		\$106.30				

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1286524	INV	12/20/2024	12/20/2024	\$254.80	CHEMICALS	\$254.80
1286527	INV	12/20/2024	12/20/2024	\$49.00	CHEMICALS	\$49.00
1286636	INV	12/20/2024	12/20/2024	\$106.30	CHEMICALS	\$106.30
1287322	INV	12/26/2024	12/26/2024	\$49.00	CHEMICALS	\$49.00
1287900	INV	12/31/2024	12/31/2024	\$106.30	CHEMICALS	\$106.30
1287910	INV	12/31/2024	12/31/2024	\$317.80	CHEMICALS	\$317.80
1287912	INV	12/31/2024	12/31/2024	\$106.30	CHEMICALS	\$106.30
1287926	INV	12/31/2024	12/31/2024	\$106.30	CHEMICALS	\$106.30
1287927	INV	12/31/2024	12/31/2024	\$106.30	CHEMICALS	\$106.30
1287928	INV	12/31/2024	12/31/2024	\$49.00	CHEMICALS	\$49.00

Voucher(s): 17		Aged Totals:		Due					
				\$2,228.90	\$2,228.90	\$0.00	\$0.00	\$0.00	

Vendor ID: 9854			Name: MODERN MARKETING				Class ID:		FED TAX CLAS: S CORP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	MMI220220-1	INV	12/16/2024	12/16/2024	\$735.00	PROGRAMMING		\$735.00			
	MMI220220-2	INV	12/16/2024	12/16/2024	\$230.00	PROGRAMMING SRP 2025		\$230.00			

Voucher(s): 2		Aged Totals:		Due					
				\$965.00	\$965.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 380			Name: MONTANA-DAKOTA UTILITY				Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	55897	INV	11/23/2024	11/23/2024	\$388.59	REPLACE STREET LIGHT			\$388.59		
	55898	INV	11/23/2024	11/23/2024	\$388.59	REPLACE STREET LIGHT			\$388.59		
	56008	INV	12/3/2024	12/3/2024	\$350.69	REPLACE STREET LIGHT		\$350.69			
	56009	INV	12/3/2024	12/3/2024	\$331.13	REPLACE STREET LIGHTS		\$331.13			
	365 814 2853 3	INV	12/10/2024	12/10/2024	\$681.38	11470 HIGHWAY 10		\$681.38			
	14982210008 1224	INV	12/12/2024	12/12/2024	\$851.90	615 W BROADWAY ST WHITE		\$851.90			
	17324462112 1224	INV	12/13/2024	12/13/2024	\$10.90	128 1/2 1ST ST W CHRISTMAS		\$10.90			
	355 032 1000 3	INV	12/13/2024	12/13/2024	\$897.46	450 10TH AVE E 3 UND WATEI		\$897.46			
	71736003253 1224	INV	12/13/2024	12/13/2024	\$104.78	3411 PUBLIC WORKS BLVD BF		\$104.78			
	04982210009 1224	INV	12/18/2024	12/18/2024	\$17,613.85	1075 SIMS ST STREET LIGHTS		\$17,613.85			
	069 243 1000 3	INV	12/18/2024	12/18/2024	\$152.91	229 E MUSEUM DR POST PAR		\$152.91			

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120 132 1000 5	INV	12/18/2024	12/18/2024	\$37.95	E 10TH ST	\$37.95
179 575 1883 4	INV	12/18/2024	12/18/2024	\$910.47	188 E MUSEUM DR APT B	\$910.47
274 132 1000 9	INV	12/18/2024	12/18/2024	\$113.95	200 E MUSEUM DR PRARIE OL	\$113.95
284 132 1000 7	INV	12/18/2024	12/18/2024	\$169.89	W 12TH ST ST LITES 3RD AVE	\$169.89
298 563 1000 7	INV	12/18/2024	12/18/2024	\$206.43	611 10TH AVE E	\$206.43
450 192 3267 2	INV	12/18/2024	12/18/2024	\$94.33	2004 1/2 YELLOWSTONE CIR	\$94.33
474 132 1000 7	INV	12/18/2024	12/18/2024	\$414.06	198 E MUSEUM DR APT A	\$414.06
529 279 6569 0	INV	12/18/2024	12/18/2024	\$87.71	2115 E 10TH AVE	\$87.71
56126	INV	12/18/2024	12/18/2024	\$465.85	REPLACE STREET LITES	\$465.85
574 132 1000 6	INV	12/18/2024	12/18/2024	\$274.79	188 MUSEUM DR E	\$274.79
612 823 1000 4	INV	12/18/2024	12/18/2024	\$75.87	209 R MUSEUM DR	\$75.87
674 132 1000 5	INV	12/18/2024	12/18/2024	\$1,504.93	46 W MUSEUM DR	\$1,504.93
800 132 1000 2	INV	12/18/2024	12/18/2024	\$43.57	E 10TH ST FIRE SIREN CEMET	\$43.57
900 132 1000 1	INV	12/18/2024	12/18/2024	\$37.95	E 10TH ST CEMETARY	\$37.95
968 373 1000 0	INV	12/18/2024	12/18/2024	\$481.18	LIFT STATION 1071 SIMS ST	\$481.18
198 874 5490 8	INV	12/23/2024	12/23/2024	\$116.86	2884 FAIRWAY ST	\$116.86
256 583 1000 5	INV	12/23/2024	12/23/2024	\$135.27	2601 STATES BL STREET LIGHT	\$135.27
260 043 1000 4	INV	12/23/2024	12/23/2024	\$42.05	2006 FAIRWAY ST	\$42.05
597 333 1000 3	INV	12/23/2024	12/23/2024	\$197.72	2001 FAIRWAY ST REC CENTE	\$197.72
61946591668 1224	INV	12/23/2024	12/23/2024	\$185.75	801 STATE AVE	\$185.75
640 322 1000 3	INV	12/23/2024	12/23/2024	\$68.71	W VILLARD ST STOP LIGHTS	\$68.71
755 153 1000 3	INV	12/23/2024	12/23/2024	\$213.17	2171 EMPIRE ROAD	\$213.17
755 573 1000 2	INV	12/23/2024	12/23/2024	\$226.57	2433 1/2 W 4TH ST	\$226.57
802 463 1000 9	INV	12/23/2024	12/23/2024	\$475.19	2693 FAIRWAY ST	\$475.19
855 153 1000 2	INV	12/23/2024	12/23/2024	\$165.70	451 W 23RD AVE	\$165.70

Voucher(s): 36		Aged Totals:		Due							
				\$28,518.10		\$27,740.92		\$777.18		\$0.00	
Vendor ID: 2602		Name: MOSER, JEREMY		Class ID:		FED TAX CLAS:		EMPLOYEE			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and over
	JM 121324	INV	12/13/2024	12/13/2024	\$384.00	EMPLOYEE EXP-JEREMY MOSER		\$384.00			

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Voucher(s): 1		Aged Totals:					Due				
							\$384.00	\$384.00	\$0.00	\$0.00	\$0.00
Vendor ID: 6254		Name: ND DEPT OF ENVIROMENTAL QUALITY					Class ID:		FED TAX CLAS: STATE GOVERNMENT		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	#OPCERT-4196	INV	12/23/2024	12/23/2024	\$50.00	ND OPERATOR EXAM FEES		\$50.00			
Voucher(s): 1		Aged Totals:					Due				
							\$50.00	\$50.00	\$0.00	\$0.00	\$0.00
Vendor ID: 4722		Name: ND DEPT OF TRANSPORTATION-BISMARCK					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	201604 23	INV	12/18/2024	12/18/2024	\$188.10	201604 I-94 BUSINESS LOOP		\$188.10			
	202202 12	INV	12/18/2024	12/18/2024	\$9,061.76	202202 10TH AVE E TO I-94		\$9,061.76			
	202311 121824	INV	12/18/2024	12/18/2024	\$6,661.10	202311 PLANNING STUDY		\$6,661.10			
	202232 13	INV	12/24/2024	12/24/2024	\$358.29	202232 10TH AVE E TO I-94		\$358.29			
Voucher(s): 4		Aged Totals:					Due				
							\$16,269.25	\$16,269.25	\$0.00	\$0.00	\$0.00
Vendor ID: 680		Name: ND FIREFIGHTERS ASSOCIATION					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2024120414	INV	12/4/2024	12/4/2024	\$980.40	PREMIER ACCESS FOR EMER		\$980.40			
Voucher(s): 1		Aged Totals:					Due				
							\$980.40	\$980.40	\$0.00	\$0.00	\$0.00
Vendor ID: 424		Name: ND LEAGUE OF CITIES					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	12553	INV	1/2/2025	1/2/2025	\$17,706.00	CITY DUES (20,000-29,999)		\$17,706.00			
Voucher(s): 1		Aged Totals:					Due				
							\$17,706.00	\$17,706.00	\$0.00	\$0.00	\$0.00
Vendor ID: 4297		Name: ND SEWAGE PUMP LIFT STATION SERV CO					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	882931	INV	12/18/2024	12/18/2024	\$3,960.50	DUAL GUIDE RAIL BASE		\$3,960.50			
	882946	INV	12/31/2024	12/31/2024	\$6,972.64	HYDRAULIC KITS (4)		\$6,972.64			
Voucher(s): 2		Aged Totals:					Due				
							\$10,933.14	\$10,933.14	\$0.00	\$0.00	\$0.00
Vendor ID: 405		Name: NEWBY'S ACE HARDWARE					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	395654/1	INV	11/21/2024	11/21/2024	\$30.57	CABLE TIE ASSRT 500PK, FAS			\$30.57		

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	396053/1	INV	12/10/2024	12/10/2024	\$5.99	BIT DRILL PERCUSN 1/4X6		\$5.99			
	396113/1	INV	12/12/2024	12/12/2024	\$8.24	4 TOGGLE BOLTS		\$8.24			
	396205/1	INV	12/17/2024	12/17/2024	\$84.15	TRUFUEL, FACE SHIELD, STIH		\$84.15			
	396236/1	INV	12/18/2024	12/18/2024	\$8.09	BASKET STRAINER SS		\$8.09			
	396254/1	INV	12/19/2024	12/19/2024	\$38.10	FASTENER BY UNIT		\$38.10			
	396357/1	INV	12/26/2024	12/26/2024	\$18.18	PADLOCK, DOOR STOP TIP		\$18.18			
	396375/1	INV	12/27/2024	12/27/2024	\$3.05	FASTENER BY UNIT		\$3.05			
Voucher(s): 8			Aged Totals:				Due				
							\$196.37	\$165.80	\$30.57	\$0.00	\$0.00
Vendor ID: 9941			Name: NORTH CENTRAL INTERNATIONAL LLC				Class ID: 1099		FED TAX CLAS: PARTNERSHIP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	X204045689:01	INV	12/19/2024	12/19/2024	\$68.48	4 FILTERS, REPLACEMENT FC		\$68.48			
Voucher(s): 1			Aged Totals:				Due				
							\$68.48	\$68.48	\$0.00	\$0.00	\$0.00
Vendor ID: 435			Name: NORTHERN IMPROVEMENT CO(DIX)				Class ID:		FED TAX CLAS: S CORP		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	202401 6	INV	12/23/2024	12/23/2024	\$355,295.39	202401 2024 ROAD MAINTENA		\$355,295.39			
Voucher(s): 1			Aged Totals:				Due				
							\$355,295.39	\$355,295.39	\$0.00	\$0.00	\$0.00
Vendor ID: 437			Name: NORTHWEST TIRE INC				Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	15167201	INV	12/11/2024	12/11/2024	\$1,183.77	NEW TIRES -WR02		\$1,183.77			
	2285221	INV	12/12/2024	12/12/2024	\$196.63	FST FRHWK PURSUIT A		\$196.63			
Voucher(s): 2			Aged Totals:				Due				
							\$1,380.40	\$1,380.40	\$0.00	\$0.00	\$0.00
Vendor ID: 4400			Name: NOVA FIRE PROTECTION INC				Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	65917	INV	12/17/2024	12/17/2024	\$375.00	ANNUAL SPRINKLER INSPECT		\$375.00			
Voucher(s): 1			Aged Totals:				Due				
							\$375.00	\$375.00	\$0.00	\$0.00	\$0.00
Vendor ID: 3390			Name: O'REILLY AUTO PARTS				Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1865-351236	INV	12/23/2024	12/23/2024	\$19.98	WIRETIES		\$19.98			

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Voucher(s): 1		Aged Totals:		Due		\$19.98		\$19.98		\$0.00		\$0.00		\$0.00	
Vendor ID: 2131		Name: OLYMPIC SALES INC		Class ID:		FED TAX CLAS:									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
	15226	INV	12/18/2024	12/18/2024	\$169.53	HYD FILTER RESTRICTION GA		\$169.53							
	15227	INV	12/18/2024	12/18/2024	\$75.88	HORIZONTAL MAST BEARING		\$75.88							
Voucher(s): 2		Aged Totals:		Due		\$245.41		\$245.41		\$0.00		\$0.00		\$0.00	
Vendor ID: 9778		Name: PELICAN CHEMICALS. INC		Class ID:		FED TAX CLAS:		S CORP							
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
	769669	INV	12/26/2024	12/26/2024	\$14,906.34	HOT SALT BRINE ADDITIVE		\$14,906.34							
Voucher(s): 1		Aged Totals:		Due		\$14,906.34		\$14,906.34		\$0.00		\$0.00		\$0.00	
Vendor ID: 6058		Name: PICKSTOCK, LA'SEAN		Class ID:		FED TAX CLAS:		EMPLOYEE							
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
	121924	INV	12/19/2024	12/19/2024	\$25.00	WITNESS FEE -TRIAL 12/19/24		\$25.00							
Voucher(s): 1		Aged Totals:		Due		\$25.00		\$25.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 2280		Name: POWERPLAN OIB		Class ID:		FED TAX CLAS:									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
	P3689708	INV	12/23/2024	12/23/2024	\$348.31	FILTER ELEMENT, OIL FILTER		\$348.31							
Voucher(s): 1		Aged Totals:		Due		\$348.31		\$348.31		\$0.00		\$0.00		\$0.00	
Vendor ID: 3491		Name: PRAIRIE AUTO PARTS INC		Class ID:		FED TAX CLAS:									
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
	042072	CRM	12/11/2024		(\$69.98)	RETURN IMPACT SOCKETS (2		(\$69.98)							
	040094	INV	11/26/2024	11/26/2024	\$15.44	FHP TRUFLEX V BELT			\$15.44						
	041964	INV	12/11/2024	12/11/2024	\$681.75	SERVICE TRUCK TOOLS		\$681.75							
	042292	INV	12/13/2024	12/13/2024	\$173.72	FLEETRUNKER BELT (2)		\$173.72							
	042323	INV	12/13/2024	12/13/2024	\$43.00	HI PWR V BELTS		\$43.00							
	042657	INV	12/16/2024	12/16/2024	\$193.69	3 YR BATTERY, CORE DEPOS		\$193.69							
	042662	INV	12/16/2024	12/16/2024	\$74.57	TOOLS FOR SERVICE TRUCK		\$74.57							
	042848	INV	12/17/2024	12/17/2024	\$101.81	.5 GAL HAND SPRAYER, ELE 1		\$101.81							
	042925	INV	12/18/2024	12/18/2024	\$363.84	MISC ITEMS FOR SERVICE TR		\$363.84							

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043009	INV	12/18/2024	12/18/2024	\$126.99	BATTERY-CORE DEPOSIT	\$126.99
043067	INV	12/19/2024	12/19/2024	\$194.93	22IN TRICO BLADE, EXACTFIT	\$194.93
043211	INV	12/20/2024	12/20/2024	\$312.78	SHOP TOWELS	\$312.78
043579	INV	12/23/2024	12/23/2024	\$206.99	BATTERY -CORE DEPOSIT	\$206.99
043688	INV	12/24/2024	12/24/2024	\$3.29	ADAPTER	\$3.29
044244	INV	12/30/2024	12/30/2024	\$7.99	RTU EXT LIFE GAL	\$7.99
044260	INV	12/30/2024	12/30/2024	\$167.19	NAPA THE LEGEND PROFESS	\$167.19

				Due		
Voucher(s):	16	Aged Totals:		\$2,598.00	\$2,582.56	\$15.44 \$0.00 \$0.00

Vendor ID: 2113

Name: PRAUS, AARON

Class ID:

FED TAX CLAS: EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	AP 122624	INV	12/26/2024	12/26/2024	\$98.99	EMPLOYEE EXP-AARON PRAL		\$98.99			

				Due		
Voucher(s):	1	Aged Totals:		\$98.99	\$98.99	\$0.00 \$0.00 \$0.00

Vendor ID: 6449

Name: PRO-TECH SPECIALTY'S LLC

Class ID: 1099

FED TAX CLAS: LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	940360	INV	12/18/2024	12/18/2024	\$8,270.00	VIDEO PRODUCTION CONTRA		\$8,270.00			

				Due		
Voucher(s):	1	Aged Totals:		\$8,270.00	\$8,270.00	\$0.00 \$0.00 \$0.00

Vendor ID: 466

Name: PUMP SYSTEMS LLC

Class ID:

FED TAX CLAS:

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	00412349	INV	11/14/2024	11/14/2024	\$5,725.38	JETTER HOSE (2)			\$5,725.38		
	00412776	INV	12/4/2024	12/4/2024	\$198.28	CAM SWITCH 2 POLE SULZER		\$198.28			
	00412920	INV	12/10/2024	12/10/2024	\$430.20	SHAFT SEAL CRN 10/15/20 HC		\$430.20			

				Due		
Voucher(s):	3	Aged Totals:		\$6,353.86	\$628.48	\$5,725.38 \$0.00 \$0.00

Vendor ID: 6012

Name: QUADIENT - POSTAGE FUNDING

Class ID:

FED TAX CLAS: C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	255157 120324	INV	12/3/2024	12/3/2024	\$200.00	POSTAGE		\$200.00			
	247571 121524	INV	12/15/2024	12/15/2024	\$1,958.26	POSTAGE		\$1,958.26			

				Due		
Voucher(s):	2	Aged Totals:		\$2,158.26	\$2,158.26	\$0.00 \$0.00 \$0.00

City of Dickinson

Section 2. Item B.

Vendor ID: 6012A		Name: QUADIENT LEASING					Class ID:		FED TAX CLAS:		C CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	Q1646648	INV	12/21/2024	12/21/2024	\$1,783.95	LEASE PYMT 102324-012225		\$1,783.95				
							Due					
Voucher(s): 1		Aged Totals:					\$1,783.95	\$1,783.95	\$0.00	\$0.00	\$0.00	
Vendor ID: 469		Name: QUALITY QUICK PRINT INC					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	PC-22620	INV	11/22/2024	11/22/2024	\$543.00	24 17 OZ LATTE MUGS CITY F			\$543.00			
	PC-23048	INV	12/9/2024	12/9/2024	\$20.00	CRIMINAL INTELLIGENCE SIGI		\$20.00				
							Due					
Voucher(s): 2		Aged Totals:					\$563.00	\$20.00	\$543.00	\$0.00	\$0.00	
Vendor ID: 5444		Name: QUALITY XTERMINATORS					Class ID: 1099		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	16753	INV	12/19/2024	12/19/2024	\$80.00	MOUSE BAITING		\$80.00				
							Due					
Voucher(s): 1		Aged Totals:					\$80.00	\$80.00	\$0.00	\$0.00	\$0.00	
Vendor ID: 471		Name: QUEEN CITY UPHOLSTERY INC					Class ID:		FED TAX CLAS:		S CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	0012918	INV	12/16/2024	12/16/2024	\$665.78	MATERIAL/LABOR		\$665.78				
	0012923	INV	12/17/2024	12/17/2024	\$174.90	MATERIAL, MISC, LABOR		\$174.90				
							Due					
Voucher(s): 2		Aged Totals:					\$840.68	\$840.68	\$0.00	\$0.00	\$0.00	
Vendor ID: 2433		Name: RADISSON HOTEL BISMARCK					Class ID:		FED TAX CLAS:		LLC-P	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	565375	INV	12/16/2024	12/16/2024	\$102.50	GUEST SERVICES-DAN MCCA		\$102.50				
	565377	INV	12/16/2024	12/16/2024	\$102.50	GUEST SERVICES-BRETT KEI		\$102.50				
							Due					
Voucher(s): 2		Aged Totals:					\$205.00	\$205.00	\$0.00	\$0.00	\$0.00	
Vendor ID: 6445		Name: RADWELL INTERNATIONAL, INC					Class ID:		FED TAX CLAS:		LLC-S	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	34955452	INV	12/3/2024	12/3/2024	\$329.26	STACK KIT PUMP, SHAFT		\$329.26				
							Due					
Voucher(s): 1		Aged Totals:					\$329.26	\$329.26	\$0.00	\$0.00	\$0.00	
Vendor ID: 9962		Name: REGENTS OF THE UNIVERSITY OF MINNESOTA					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	

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Section 2. Item B.

2170001473

INV

12/17/2024

12/17/2024

\$306.00

MINITEX, SYMBOLOGY LABE

\$306.00

Voucher(s): 1		Aged Totals:		Due					
				\$306.00	\$306.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 481

Name: REITER WELDING INC

Class ID:

FED TAX CLAS:

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	14643	INV	12/26/2024	12/26/2024	\$585.00	BUILD & ADD TWO AR 400 SKI		\$585.00			

Voucher(s): 1		Aged Totals:		Due					
				\$585.00	\$585.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 9694

Name: RMB ENVIROMENTAL LABS, INC

Class ID:

FED TAX CLAS: S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	E000454	INV	11/7/2024	11/7/2024	\$1,020.00	LAB SUPPLIES			\$1,020.00		

Voucher(s): 1		Aged Totals:		Due					
				\$1,020.00	\$0.00	\$1,020.00	\$0.00	\$0.00	

Vendor ID: 497

Name: RUDY'S LOCK & KEY LLC

Class ID:

FED TAX CLAS: S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	64252	INV	11/13/2024	11/13/2024	\$286.00	LEVERSET, DOOR WRAP, COI			\$286.00		

Voucher(s): 1		Aged Totals:		Due					
				\$286.00	\$0.00	\$286.00	\$0.00	\$0.00	

Vendor ID: 42

Name: RUNNINGS SUPPLY INC

Class ID:

FED TAX CLAS:

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	8115607	INV	11/15/2024	11/15/2024	\$5.99	PIPE PVC CEMENT 4 OZ			\$5.99		

8133472

INV

12/3/2024

12/3/2024

\$31.92

8 LIQUID DISH SOAP -DAWN

\$31.92

8134805

INV

12/5/2024

12/5/2024

\$129.81

LEATHERMAN, GLOVES, PROI

\$129.81

8135114

INV

12/5/2024

12/5/2024

\$5.49

12 PK COKE CLASSIC

\$5.49

8135152

INV

12/5/2024

12/5/2024

\$265.87

BIBS, JACKET, PROPANE CYL

\$265.87

8138617

INV

12/9/2024

12/9/2024

\$194.98

BIB HEARTLAND, JACKET

\$194.98

8138647

INV

12/9/2024

12/9/2024

\$74.84

OIL MOBILE, VALVE BALLS, PI

\$74.84

8139384

INV

12/10/2024

12/10/2024

\$48.25

GRASS MAT, FEED SCOOP, BI

\$48.25

8140464

INV

12/11/2024

12/11/2024

\$32.94

YARD & GARDEN MAINT GENI

\$32.94

8141306

INV

12/12/2024

12/12/2024

\$101.94

SPRAYER, CAR FRESHENERS

\$101.94

8145872

INV

12/17/2024

12/17/2024

\$10.98

2 DUCT TAPES

\$10.98

8145968

INV

12/17/2024

12/17/2024

\$23.99

PROPANE 2 PC KIT

\$23.99

8146693

INV

12/18/2024

12/18/2024

\$32.99

TORCH MICRO FLAME BUTAN

\$32.99

Section 2. Item B.

[illegible]

Vendor ID: 9873

Name: SKYZONE IMAGERY, LLC

Class ID: 1099

FED TAX CLAS: LLC

Section 2. Item B.

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2410	INV	12/9/2024	12/9/2024	\$125.00	LEGACY SQUARE EVENT		\$125.00			
Voucher(s): 1							Aged Totals:	Due	\$125.00	\$125.00	\$0.00
									\$0.00	\$0.00	\$0.00

Vendor ID: 2580

Name: SOUTHWEST GRAIN(BULK)

Class ID:

FED TAX CLAS:

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	493759	INV	10/28/2024	10/28/2024	\$1,335.76	425.4 GAL WINTERMASTER D'				\$1,335.76	
	SX5-IE6510	INV	11/5/2024	11/5/2024	\$1,374.46	377.6 GAL WINTERMASTER D'			\$1,374.46		
	SX5 IE6517	INV	11/6/2024	11/6/2024	\$1,067.25	293.2 GAL WINTERMASTER D'			\$1,067.25		
	SX5-IE6566	INV	11/13/2024	11/13/2024	\$1,565.24	436 GAL WINTERMASTER, DY			\$1,565.24		
	SX5-IE6590	INV	11/18/2024	11/18/2024	\$850.66	240.3 GAL WINTERMASTER D'			\$850.66		
	SX5-IE6630	INV	11/21/2024	11/21/2024	\$1,683.62	475.6 GAL WINTERMASTER D'			\$1,683.62		
	56100052	INV	12/10/2024	12/10/2024	\$1,680.10	488.4 GAL WINTERMASTER D'		\$1,680.10			
Voucher(s): 7							Aged Totals:	Due	\$9,557.09	\$1,680.10	\$6,541.23
									\$1,335.76	\$0.00	\$0.00

Vendor ID: 1041

Name: SOUTHWEST WATER AUTHORITY

Class ID:

FED TAX CLAS:

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	04923.00 113024	INV	11/30/2024	11/30/2024	\$57.91	MONTHLY CONSUMPTION			\$57.91		
	INV13961	INV	12/12/2024	12/12/2024	\$395,521.10	MONTHLY WATER BILLING		\$395,521.10			
Voucher(s): 2							Aged Totals:	Due	\$395,579.01	\$395,521.10	\$57.91
									\$0.00	\$0.00	\$0.00

Vendor ID: 5631

Name: SPEE DEE DELIVERY SERVICE, INC

Class ID:

FED TAX CLAS: S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1153464	INV	12/7/2024	12/7/2024	\$51.62	STANDARD SHIPMENT		\$51.62			
	1156237	INV	12/14/2024	12/14/2024	\$49.78	STANDARD SHIPMENTS		\$49.78			
	1158053	INV	12/21/2024	12/21/2024	\$51.77	STANDARD SHIPMENT		\$51.77			
Voucher(s): 3							Aged Totals:	Due	\$153.17	\$153.17	\$0.00
									\$0.00	\$0.00	\$0.00

Vendor ID: 543

Name: STEFFAN'S SAW & BIKE

Class ID: 1099

FED TAX CLAS: SOLE PROP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	12796	INV	12/30/2024	12/30/2024	\$4,159.97	RESCUE, 25", 20"		\$4,159.97			
	12797	INV	12/31/2024	12/31/2024	\$453.97	HEDGE TRIMMER		\$453.97			

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System: 1/2/2025
User Date: 1/2/2025

2:55:08 PM

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
City of Dickinson

Page: 31
User ID: Marlease

Section 2. Item B.

Voucher(s): 2

Aged Totals:

Due

\$4,613.94

\$4,613.94

\$0.00

\$0.00

\$0.00

Vendor ID: 2528

Name: STEVENSON FUNERAL HOMES

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

CONCRETE PADS 12

INV

12/10/2024

12/10/2024

\$3,045.00

CONCRETE PADS X 15

\$3,045.00

Voucher(s): 1

Aged Totals:

Due

\$3,045.00

\$3,045.00

\$0.00

\$0.00

\$0.00

Vendor ID: 9848

Name: STIDHAM ANDREW

Class ID:

FED TAX CLAS:

EMPLOYEE REIMBURSE

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

REIMBURSEMENT 12

INV

12/26/2024

12/26/2024

\$1,500.00

TUITION REIMBURSEMENT

\$1,500.00

Voucher(s): 1

Aged Totals:

Due

\$1,500.00

\$1,500.00

\$0.00

\$0.00

\$0.00

Vendor ID: 6088

Name: STONERIDGE SOFTWARE, LLC

Class ID:

FED TAX CLAS:

LLC-S

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

000095240

INV

12/18/2024

12/18/2024

\$117.50

RM STATEMENT TO PRINT A/F

\$117.50

Voucher(s): 1

Aged Totals:

Due

\$117.50

\$117.50

\$0.00

\$0.00

\$0.00

Vendor ID: 3048

Name: SURE SIGN, ROBINSON, KURT

Class ID: 1099

FED TAX CLAS:

SOLE PROP

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

16359

INV

12/11/2024

12/11/2024

\$480.00

LETTER POLICE CAR REFLEC

\$480.00

Voucher(s): 1

Aged Totals:

Due

\$480.00

\$480.00

\$0.00

\$0.00

\$0.00

Vendor ID: 538

Name: SW DISTRICT HEALTH UNIT/ WATER SAMPLES

Class ID: 1099

FED TAX CLAS:

MEDICAL

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

007253

INV

12/10/2024

12/10/2024

\$350.00

WATER ANALYSIS

\$350.00

Voucher(s): 1

Aged Totals:

Due

\$350.00

\$350.00

\$0.00

\$0.00

\$0.00

Vendor ID: 551

Name: SWANSTON EQUIPMENT

Class ID:

FED TAX CLAS:

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

E10457

INV

12/13/2024

12/13/2024

\$12,850.00

NEW 2024 STUMP GRINDER F

\$12,850.00

Voucher(s): 1

Aged Totals:

Due

\$12,850.00

\$12,850.00

\$0.00

\$0.00

\$0.00

Vendor ID: 5429

Name: SWEENEY CONTROLS COMPANY

Class ID:

FED TAX CLAS:

S CORP

Voucher/
Payment No.

Doc Number

Type

Doc Date

Due Date

Doc Amount

Description

Writeoff
Amount

Current Period

31 - 60 Days

61 - 90 Days

91 and Over

STDINV18893

INV

12/31/2024

12/31/2024

\$7,617.65

WORK DONE AT LIFT STATIO

\$7,617.65

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												Section 2. Item B.				
Voucher(s): 1		Aged Totals:					Due									
							\$7,617.65		\$7,617.65		\$0.00		\$0.00		\$0.00	
Vendor ID: 9661		Name: THE WRAP by SAFE RESTRAINTS					Class ID:		FED TAX CLAS:		S CORP					
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
		TGP110624DCF	INV	12/18/2024	12/18/2024	\$3,274.24	2 WRAP SAFETY RESTRAINT		\$3,274.24							
Voucher(s): 1		Aged Totals:					Due									
							\$3,274.24		\$3,274.24		\$0.00		\$0.00		\$0.00	
Vendor ID: 3940		Name: TITAN MACHINERY					Class ID:		FED TAX CLAS:							
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
		PS0567974-1	INV	12/6/2024	12/6/2024	\$324.10	AIR FILTER COMBINATION		\$324.10							
		PS0567981-1	INV	12/6/2024	12/6/2024	\$120.00	LATCH, PLATE, PAWL, CASE,		\$120.00							
		PS0576173-1	INV	12/16/2024	12/16/2024	\$191.20	2 CASES FILTERS, AIR		\$191.20							
		PS0566722-1	INV	12/19/2024	12/19/2024	\$68.85	AIR CLEANER HOSE		\$68.85							
Voucher(s): 4		Aged Totals:					Due									
							\$704.15		\$704.15		\$0.00		\$0.00		\$0.00	
Vendor ID: 3978		Name: TOTAL SAFETY US INC					Class ID:		FED TAX CLAS:							
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
		7098601-0001	INV	11/20/2024	11/20/2024	\$25.00	TECHNICIAN REPAIR			\$25.00						
		7111501-0001	INV	12/17/2024	12/17/2024	\$82.06	2 PR DIAMOND GRIP, SZ LG IC		\$82.06							
Voucher(s): 2		Aged Totals:					Due									
							\$107.06		\$82.06		\$25.00		\$0.00		\$0.00	
Vendor ID: 4268		Name: TWENTERPRISES INC					Class ID:		FED TAX CLAS:							
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
		76307	INV	12/14/2024	12/14/2024	\$426.17	GROUP 26 BATTERY, LABOR,		\$426.17							
		76308	INV	12/15/2024	12/15/2024	\$1,519.41	HOSE, SPARK PLUG, LABOR,		\$1,519.41							
Voucher(s): 2		Aged Totals:					Due									
							\$1,945.58		\$1,945.58		\$0.00		\$0.00		\$0.00	
Vendor ID: 3532		Name: USABBLUEBOOK					Class ID:		FED TAX CLAS:		C CORP					
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
		INV00557763	INV	12/3/2024	12/3/2024	\$783.29	COM-PAXIAL BLOWER W/CAN		\$783.29							
Voucher(s): 1		Aged Totals:					Due									
							\$783.29		\$783.29		\$0.00		\$0.00		\$0.00	
Vendor ID: 586		Name: VAL'S SANITATION					Class ID:		FED TAX CLAS:							
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over				
		2024-1217	INV	12/12/2024	12/12/2024	\$425.00	PORTAJON RENTALS		\$425.00							

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Voucher(s): 1		Aged Totals:					Due							
							\$425.00		\$425.00		\$0.00		\$0.00	
Vendor ID: 6284		Name: VELOCITY EHS					Class ID:		FED TAX CLAS:		C CORP			
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
		320307	INV	1/1/2025	1/1/2025	\$5,443.73	CHEMICAL MANAGEMENT, HC		\$5,443.73					
Voucher(s): 1		Aged Totals:					Due							
							\$5,443.73		\$5,443.73		\$0.00		\$0.00	
Vendor ID: 4418		Name: VESTIS					Class ID:		FED TAX CLAS:		C CORP			
Voucher/ Payment No.		Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
		2550392101	INV	10/23/2024	10/23/2024	\$86.31	UNIFORM CLEANING				\$86.31			
		2550409917	INV	12/4/2024	12/4/2024	\$99.68	MOP, SOAP, MOP HANDLE		\$99.68					
		2550410632	INV	12/5/2024	12/5/2024	\$17.30	MATS		\$17.30					
		2550410663	INV	12/5/2024	12/5/2024	\$64.61	MATS		\$64.61					
		2550412797	INV	12/11/2024	12/11/2024	\$74.99	UNIFORM CLEANING		\$74.99					
		2550412798	INV	12/11/2024	12/11/2024	\$155.13	MATS, DISPENSER, MOPS, ET		\$155.13					
		2550412799	INV	12/11/2024	12/11/2024	\$39.93	MATS		\$39.93					
		2550414907	INV	12/17/2024	12/17/2024	\$26.91	MATS		\$26.91					
		2550415380	INV	12/18/2024	12/18/2024	\$74.99	UNIFORM CLEANING		\$74.99					
		2550415381	INV	12/18/2024	12/18/2024	\$64.94	MATS		\$64.94					
		2550415382	INV	12/18/2024	12/18/2024	\$99.68	MATS, MOP HANDLE, SOAP		\$99.68					
		2550415383	INV	12/18/2024	12/18/2024	\$39.93	MATS		\$39.93					
		2550415395	INV	12/18/2024	12/18/2024	\$34.56	MATS		\$34.56					
		2550415926	INV	12/18/2024	12/18/2024	\$27.40	MATS		\$27.40					
		2550415968	INV	12/18/2024	12/18/2024	\$50.63	MATS		\$50.63					
		2550416713	INV	12/19/2024	12/19/2024	\$17.30	MATS		\$17.30					
		2550416743	INV	12/19/2024	12/19/2024	\$64.61	MATS		\$64.61					
		2550417954	INV	12/24/2024	12/24/2024	\$26.91	MATS		\$26.91					
		2550418768	INV	12/25/2024	12/25/2024	\$155.13	MOP, SOAP, MISC		\$155.13					
		2550421682	INV	1/1/2025	1/1/2025	\$34.56	MATS		\$34.56					
Voucher(s): 20		Aged Totals:					Due							
							\$1,255.50		\$1,169.19		\$0.00		\$86.31	

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Section 2. Item B.

Vendor ID: 607		Name: WEST DAKOTA OIL INC					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	348446	INV	12/10/2024	12/10/2024	\$702.78	442 GAL PROPANE		\$702.78			
	347958	INV	12/11/2024	12/11/2024	\$526.50	270 GAL DEF		\$526.50			
							Due				
Voucher(s): 2		Aged Totals:					\$1,229.28	\$1,229.28	\$0.00	\$0.00	\$0.00
Vendor ID: 2632		Name: WEST RIVER LODGE #5					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	DEC 2024	INV	12/30/2024	12/30/2024	\$1,330.00	DEC 2024 P/R WITHHOLDING		\$1,330.00			
							Due				
Voucher(s): 1		Aged Totals:					\$1,330.00	\$1,330.00	\$0.00	\$0.00	\$0.00
Vendor ID: 4299		Name: WESTLIE TRUCK CENTER OF DICKINSON					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	627074	INV	12/19/2024	12/19/2024	\$273.98	TS OIL FITLER, KIT, OIL		\$273.98			
							Due				
Voucher(s): 1		Aged Totals:					\$273.98	\$273.98	\$0.00	\$0.00	\$0.00
Vendor ID: 6369		Name: WIDMER ROEL PC					Class ID:		FED TAX CLAS:		C CORP
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	357138	INV	11/30/2024	11/30/2024	\$1,970.00	PROGRESS 2023 AUDIT, SING			\$1,970.00		
							Due				
Voucher(s): 1		Aged Totals:					\$1,970.00	\$0.00	\$1,970.00	\$0.00	\$0.00
Vendor ID: 620		Name: WINN CONSTRUCTION INC					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	14845	INV	7/3/2024	7/3/2024	\$20,013.00	LABOR & MATERIAL TO INSTA					\$20,013.00
	15250	INV	12/2/2024	12/2/2024	\$4,547.36	202405 2024 SIDEWALK PROG			\$4,547.36		
							Due				
Voucher(s): 2		Aged Totals:					\$24,560.36	\$0.00	\$4,547.36	\$0.00	\$20,013.00
Vendor ID: 3138		Name: WITMER PUBLIC SAFETY GROUP INC					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	588891	INV	12/9/2024	12/9/2024	\$217.17	2 CARBIDE TIP SAW BLADES		\$217.17			
	591225	INV	12/11/2024	12/11/2024	\$199.78	2 FIREARMOR GLOVES FOR F		\$199.78			
	593458	INV	12/13/2024	12/13/2024	\$99.89	1 PR FIREARMOR GLOVES FC		\$99.89			
	INV599420	INV	12/23/2024	12/23/2024	\$99.89	FIREARMOR 8180 FIREFIGHTE		\$99.89			
	INV601499	INV	12/27/2024	12/27/2024	\$86.71	GLOVES FOR FIRE DEPT		\$86.71			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Voucher(s): 5		Aged Totals:		Due					
				\$703.44	\$703.44	\$0.00	\$0.00	\$0.00	\$0.00

	<u>Vendors</u>	<u>Due</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
Vendor Totals:	167	\$2,031,211.23	\$1,904,637.05	\$98,931.58	\$7,421.60	\$20,221.00



Commerce Bank[®]
Member FDIC

Challenge Accepted.™

Section 2. Item B.

Visa Purchasing

Billing Period: 12/12/2024 - 12/26/2024
Account Number:

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Account Summary

Previous Balance	\$48,068.62
Purchases & Other Charges	\$39,267.44
Cash Advances	\$0.00
Cash Advance Fees	\$0.00
Late Charges	\$0.00
Finance Charges	\$0.00
Credits	\$673.10
Payments	\$48,068.62
New Balance	\$38,594.34
Credit Limit	\$120,000.00
Cash Limit	\$120,000.00
Available Credit	\$81,405.66
Disputed Amount	\$0.00
Statement Closing Date	December 26, 2024
Days in Billing Cycle	15

Payment Information

New Balance	\$38,594.34
Minimum Payment Due	\$38,594.34
Payment Due Date	January 02, 2025

Contact Us

For Customer Service Call:	1-800-892-7104
Outside The U.S. Call:	1-402-691-7800

Send Billing Inquiries To: COMMERCE BANK
PO BOX 414084
KANSAS CITY MO 64141

Important Messages

AS A REMINDER, YOUR NEXT AUTOPAY WILL BE PROCESSED ON YOUR PAYMENT DUE DATE. IF YOU HAVE ANY QUESTIONS, PLEASE GIVE US A CALL AT 1-800-892-7104.

Corporate Account Activity

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/18	12/18		AUTO PAYMENT - THANK YOU!	\$48,068.62 CR

PLEASE DETACH COUPON AND RETURN WITH YOUR PAYMENT.

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 414084
KANSAS CITY MO 64141-4084

CITY OF DICKINSON
LINDA CARLSON
38 1ST ST W
DICKINSON ND 58601-5106

Account ID:

Account Number:

Payment Due Date: January 02, 2025

New Balance: \$38,594.34

Minimum Payment Due: \$38,594.34

AMOUNT ENCLOSED

Use enclosed envelope and make check payable to:
COMMERCE BANK

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 846451
KANSAS CITY MO 64184-6451

800000188386IIII 003859434003859434



Cardholder Account Activity

Tran Date	Post Date	Reference Number	Transaction Description			Amount
LEONARD SCHWINDT XXXX-XXXX-XXXX- Credit Limit: \$3,500.00			Purchases & Other Charges \$100.00		Payments & Other Credits \$0.00	Total Activity \$100.00
12/11	12/12	24692164346104368901344	INT'L CODE COUNCIL INC 888-422-7233 IL			\$100.00
FIRE DEPARTMENT XXXX-XXXX-XXXX- Credit Limit: \$10,000.00			Purchases & Other Charges \$598.53		Payments & Other Credits \$0.00	Total Activity \$598.53
12/11	12/12	24226384347004892252875	WAL-MART #1567 DICKINSON ND			\$193.48
12/19	12/20	24445004354100213550366	ACI*COLUMBIAS THERNSP 251-981-3771 AL			\$350.00
12/25	12/26	24164074360741665342994	FEDEX477823690 800-4633339 TN			\$55.05
SHELLY NAMENIUK XXXX-XXXX-XXXX- Credit Limit: \$5,000.00			Purchases & Other Charges \$275.00		Payments & Other Credits \$51.51	Total Activity \$223.49
12/12	12/13	24240984348600267357815	EEOC TRAINING INST 202-663-4914 DC			\$275.00
12/16	12/17	74027624351067521887161	PAYPAL *ADSRUNNERLL EHM-14029357733 WY			\$51.51 CR
FIRE DEPARTMENT 2 XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$42.00		Payments & Other Credits \$0.00	Total Activity \$42.00
12/17	12/18	24801974353185359446472	PETRO GAS FARGO ND			\$42.00
JADE PRAUS XXXX-XXXX-XXXX- Credit Limit: \$3,000.00			Purchases & Other Charges \$961.14		Payments & Other Credits \$0.00	Total Activity \$961.14
12/13	12/13	24692164348106064452199	APPLE.COM/BILL 866-712-7753 CA			\$10.99
12/20	12/23	24064664356500001612477	GATEWAY TO SCIENCE GATEWAYTOSCIEND			\$35.00
12/20	12/23	24064664356500001642219	GATEWAY TO SCIENCE GATEWAYTOSCIEND			\$35.00
12/20	12/23	24445004355200234699413	WALMART.COM 8009256278 800-966-6546 AR			\$207.98
12/21	12/23	24692164356104361115600	AMAZON MKTPL*Z933K3F61 Amzn.com/billWA			\$360.29
12/21	12/23	24692164356104617942336	AMAZON MKTPL*Z96ZZ05A0 Amzn.com/billWA			\$24.99
12/21	12/23	24692164356104516971295	AMAZON MKTPL*ZE6FJ6F02 Amzn.com/billWA			\$15.95
12/21	12/23	24692164356104587692754	AMAZON MKTPL*Z95L59LK1 Amzn.com/billWA			\$55.73
12/22	12/23	24692164357105877820731	AMAZON MKTPL*ZE0E410G2 Amzn.com/billWA			\$136.41
12/23	12/24	24445004359400290343825	WM SUPERCENTER #1567 DICKINSON ND			\$24.59
12/23	12/24	24055234358190982654309	WALMART.COM 800-925-6278 AR			\$54.21
RENEE NEWTON XXXX-XXXX-XXXX- Credit Limit: \$1,000.00			Purchases & Other Charges \$210.00		Payments & Other Credits \$0.00	Total Activity \$210.00
12/14	12/16	24692164349107079946638	AMERLIBASSOC ECOMMERCE 866-746-7252 IL			\$210.00
GRANT CARLSON XXXX-XXXX-XXXX- Credit Limit: \$3,000.00			Purchases & Other Charges \$618.89		Payments & Other Credits \$124.97	Total Activity \$493.92
12/13	12/16	24011344348000110627965	AMAZON RETA* ZX7DJ60C1 WWW.AMAZON.COWA			\$42.90
12/17	12/18	24011344352000108706501	AMAZON RETA* Z13ZF1DX0 WWW.AMAZON.COWA			\$280.50
12/18	12/19	24011344353000095166767	AMAZON RETA* Z119745H1 WWW.AMAZON.COWA			\$224.92
12/19	12/20	24011344355000046441176	AMAZON RETA* ZR8S84130 WWW.AMAZON.COWA			\$124.97 CR
12/20	12/23	24011344355000095621280	AMAZON RETA* Z97Z12RF2 WWW.AMAZON.COWA			\$41.99
12/23	12/24	24011344358000059339363	AMAZON RETA* ZE1288XO2 WWW.AMAZON.COWA			\$28.58
JOSEPH CIANNI XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$0.00		Payments & Other Credits \$15.12	Total Activity \$15.12
12/12	12/13	74036294347718442704186	ZAZZLE INC 8888929953 CA			\$15.12 CR
MICHAEL HANEL XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$28.57		Payments & Other Credits \$0.00	Total Activity \$28.57
12/12	12/16	24137464348100358897802	MENARDS DICKINSON ND DICKINSON ND			\$19.57
12/20	12/20	24000774355500003889318	PROBOARDS, INC. PROBOARDS.COMCA			\$9.00

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
TRAVIS HOLDING EAGLE				
XXXX-XXXX-XXXX- Credit Limit: \$5,000.00			Purchases & Other Charges \$2,010.91	Payments & Other Credits \$0.00 Total Activity \$2,010.91
12/11	12/12	24692164346104674491980	AMZN Mktp US*ZX30V9JR0 Amzn.com/billWA	\$39.74
12/11	12/12	24692164346104784219032	AMZN Mktp US*ZX1HM5T70 Amzn.com/billWA	\$392.67
12/11	12/12	24692164347104861004751	AMZN Mktp US*ZX0JJ2UX2 Amzn.com/billWA	\$119.98
12/11	12/12	24226384347004892252560	WAL-MART #1567 DICKINSON ND	\$328.67
12/12	12/13	24692164348105886161897	AMZN Mktp US*ZX58C2LE1 Amzn.com/billWA	\$38.01
12/12	12/13	24692164347105840730945	AMAZON MKTPL*Z17UC5ZX2 Amzn.com/billWA	\$40.12
12/12	12/13	24692164347105601733005	AMAZON MKTPL*ZX6VE8OF1 Amzn.com/billWA	\$25.07
12/13	12/16	24692164348106485092319	AMAZON MKTPL*ZX4X668O0 Amzn.com/billWA	\$108.17
12/14	12/16	24692164349107140574336	AMAZON MKTPL*ZX7W62GK1 Amzn.com/billWA	\$197.15
12/15	12/16	24692164350108381433741	AMAZON MKTPL*Z12KO58N2 Amzn.com/billWA	\$313.02
12/15	12/16	24692164350108710631650	AMAZON MKTPL*Z13EN5LD0 Amzn.com/billWA	\$159.98
12/16	12/17	24692164351109689725480	AMAZON MKTPL*Z196P2CH1 Amzn.com/billWA	\$248.33
ANIMAL SHELTER				
XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$147.00	Payments & Other Credits \$0.00 Total Activity \$147.00
12/18	12/19	24247604353300673952254	WEST DAKOTA VETERINARY DICKINSON ND	\$147.00
MUSEUM				
XXXX-XXXX-XXXX- Credit Limit: \$8,000.00			Purchases & Other Charges \$6.89	Payments & Other Credits \$0.00 Total Activity \$6.89
12/12	12/13	24000774347000014479382	SHIPPO.COM HTTPSGOSHIPPOCA	\$6.89
ROBERT FUHRMAN				
XXXX-XXXX-XXXX- Credit Limit: \$5,000.00			Purchases & Other Charges \$342.07	Payments & Other Credits \$0.00 Total Activity \$342.07
12/14	12/16	24692164350107960256564	AMAZON MKTPL*ZX4NE2BD1 Amzn.com/billWA	\$16.99
12/18	12/19	24011344354500002735207	COLUMN PUBLIC NOTICE COLUMN.US DC	\$25.08
12/18	12/18	24692164353101025221611	ND DEPT OF COMMERCE-E 701-328-2548 ND	\$300.00
PURCHASING DEPARTMENT				
XXXX-XXXX-XXXX- Credit Limit: \$10,000.00			Purchases & Other Charges \$4,376.73	Payments & Other Credits \$0.00 Total Activity \$4,376.73
12/11	12/12	24692164346104289568032	AMAZON MKTPL*ZX82E16V2 Amzn.com/billWA	\$27.50
12/13	12/16	24692164349107030323984	AMZN Mktp US*Z191721Q2 Amzn.com/billWA	\$8.74
12/13	12/16	24108384348009262001382	SHOPLET.COM clover.com FL	\$130.43
12/14	12/16	24692164349107116600040	AMZN Mktp US*ZX4PK4PY1 Amzn.com/billWA	\$44.14
12/14	12/16	24692164349107116743139	AMZN Mktp US*ZX1XY0KG0 Amzn.com/billWA	\$80.35
12/16	12/17	24692164351109401217360	Amazon.com*ZX7C59RU1 Amzn.com/billWA	\$76.64
12/16	12/17	24692164351109868316812	Amazon.com*Z12DP9W42 Amzn.com/billWA	\$3,592.50
12/16	12/17	24692164351109740653457	Amazon.com*Z14ZQ8OC1 Amzn.com/billWA	\$245.90
12/16	12/16	24692164351109032246838	Amazon.com*Z14MM5JG0 Amzn.com/billWA	\$32.16
12/19	12/20	24692164354102719391644	AMZN Mktp US*Z154F2S31 Amzn.com/billWA	\$64.97
12/21	12/23	24692164357105033828222	Amazon.com*Z91C228G0 Amzn.com/billWA	\$25.57
12/22	12/23	24692164357105479333505	AMAZON MKTPL*Z983Z5D90 Amzn.com/billWA	\$47.83
MATT HANSON				
XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$2,082.27	Payments & Other Credits \$0.00 Total Activity \$2,082.27
12/11	12/12	24692164346104526183330	AMAZON MKTPL*ZR5JV12Z1 Amzn.com/billWA	\$349.95
12/13	12/16	24164074348060216260432	ENTERPRISE RENT-A-CAR MESA AZ RENTAL AGREEMENT: 663231587 CHECK OUT DATE: 12-08-24	\$108.25
12/13	12/16	24692164349107493935035	QT 478 MESA AZ	\$42.89
12/13	12/16	24755424349263491791706	DOUBLETREE HOTELS PHOENIX AZ CHECK IN DATE: 12-07-24 CONFIRMATION #: 306112	\$790.59
12/13	12/16	24755424349263491791938	DOUBLETREE HOTELS PHOENIX AZ CHECK IN DATE: 12-07-24 CONFIRMATION #: 306111	\$790.59

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description		Amount
TRAVIS LEINTZ XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$94.53	Payments & Other Credits \$0.00	Total Activity \$94.53
12/10	12/12	24445004346500536322743	PY *PIZZA RANCH DICKINSODICKINSON ND		\$94.53
POLICE DEPARTMENT XXXX-XXXX-XXXX- Credit Limit: \$30,000.00			Purchases & Other Charges \$717.45	Payments & Other Credits \$481.50	Total Activity \$235.95
12/06	12/16	74000974348840703594854	BOWMAN LODGE AND CONVE 701-5237750 ND		\$481.50 CR
12/12	12/13	24036294347718520436342	EB *ATCC LAW ENFORCEME 801-413-7200 CA		\$85.00
12/14	12/16	24692164349107520393919	AMAZON MKTPL*Z12FT8X42 Amzn.com/billWA		\$93.98
12/15	12/16	24692164350108762433013	AMAZON MKTPL*ZX6PS02J1 Amzn.com/billWA		\$15.98
12/15	12/16	24692164350108795859176	AMAZON MKTPL*Z11DP7NS0 Amzn.com/billWA		\$74.99
12/17	12/18	24116414352742286914028	METALPROMO LLC 877-312-9794 TX		\$447.50
RACHEL SHUMAKER XXXX-XXXX-XXXX- Credit Limit: \$7,500.00			Purchases & Other Charges \$107.98	Payments & Other Credits \$0.00	Total Activity \$107.98
12/13	12/16	24692164348106348201354	AMZN Mktp US*ZX41K4J81 Amzn.com/billWA		\$107.98
DENVER FOWLER XXXX-XXXX-XXXX- Credit Limit: \$3,000.00			Purchases & Other Charges \$1,325.12	Payments & Other Credits \$0.00	Total Activity \$1,325.12
12/13	12/16	74208474348000019285371	SP ZOIC PALAEOTECH SHERBORNE		\$1,312.00
12/16	12/16	74208474348000019285371	INTERNATIONAL SERVICE FEE		\$13.12
JOSHUA SKLUZACEK XXXX-XXXX-XXXX- Credit Limit: \$3,000.00			Purchases & Other Charges \$75.00	Payments & Other Credits \$0.00	Total Activity \$75.00
12/11	12/12	24692164346104406226126	NORTH DAKOTA STATE UNI 701-231-8782 ND		\$75.00
CHRISTOPHER KIMMERLE XXXX-XXXX-XXXX- Credit Limit: \$5,000.00			Purchases & Other Charges \$1,647.41	Payments & Other Credits \$0.00	Total Activity \$1,647.41
12/11	12/12	24692164347104912562245	IN *EARPHONE CONNECTION 888-3721888 CA		\$1,647.41
RACHEL WALDO XXXX-XXXX-XXXX- Credit Limit: \$3,000.00			Purchases & Other Charges \$595.24	Payments & Other Credits \$0.00	Total Activity \$595.24
12/10	12/12	24445004346500536324723	PAPA JOHN'S #4905 701-483-7200 ND		\$114.18
12/10	12/12	24445004346500536324806	PAPA JOHN'S #4905 701-483-7200 ND		\$114.18
12/23	12/24	24692164358106888749710	AMAZON MKTPL*Z99R275G1 Amzn.com/billWA		\$134.95
12/23	12/24	24692164358106853670891	AMAZON MKTPL*ZE0AH2F60 Amzn.com/billWA		\$25.56
12/23	12/24	24011344358000047891160	AMAZON RETA* Z921M1R70 WWW.AMAZON.COWA		\$39.99
12/23	12/24	24692164358106892164765	AMAZON MKTPL*ZE5MH1HC2 Amzn.com/billWA		\$166.38
AARON MEYER XXXX-XXXX-XXXX- Credit Limit: \$40,000.00			Purchases & Other Charges \$14,384.21	Payments & Other Credits \$0.00	Total Activity \$14,384.21
12/11	12/12	24692164346104506898899	AMAZON MKTPL*ZX4P40NV0 Amzn.com/billWA		\$1,263.90
12/11	12/12	24692164346104679868794	Amazon.com*ZX18H2JS0 Amzn.com/billWA		\$109.99
12/12	12/13	24692164347105755158553	AMAZON MKTPL*ZX3HH5V10 Amzn.com/billWA		\$29.94
12/13	12/16	24692164348106740187565	AMZN Mktp US*ZX5XU1DN0 Amzn.com/billWA		\$288.00
12/13	12/16	24692164349107047034434	Amazon.com*ZX9Z47KM0 Amzn.com/billWA		\$2,639.70
12/13	12/16	24692164348106690107845	AMZN Mktp US*Z17YY5A52 Amzn.com/billWA		\$131.93
12/14	12/16	24164074350105441215761	Staples Inc staples.com MA		\$423.90
12/15	12/16	24692164350108341275570	AMAZON MKTPL*ZX0X71Q71 Amzn.com/billWA		\$99.90
12/18	12/19	24692164354101937164700	AMAZON MKTPL*Z92EZ9X12 Amzn.com/billWA		\$69.87
12/18	12/19	24692164353101146063348	AMAZON MKTPL*Z196L12F0 Amzn.com/billWA		\$2,809.44
12/18	12/19	24692164353101176371322	Amazon.com*Z12L67KW0 Amzn.com/billWA		\$462.30
12/18	12/19	24692164353101174961454	AMAZON MKTPL*Z189X3GA1 Amzn.com/billWA		\$448.00
12/18	12/19	24011344353000072621917	WWW.UI.COM WWW.UI.COM NY		\$4,579.00
12/20	12/23	24164074355105441274938	Staples Inc staples.com MA		\$30.34

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description		Amount
12/20	12/23	24011344355500021646806	WWW.UI.COM	WWW.UI.COM NY	\$998.00
RITA BINSTOCK XXXX-XXXX-XXXX- Credit Limit: \$4,000.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$1,166.54	\$0.00	\$1,166.54
12/18	12/20	24455014354141003955064	WAL-MART #1567	DICKINSON ND	\$26.33
12/18	12/19	24445004354400211276489	WM SUPERCENTER #1567	DICKINSON ND	\$20.74
12/20	12/23	24011344356500006219099	COLUMN PUBLIC NOTICE	COLUMN.US DC	\$771.40
12/20	12/23	24011344356500006505596	COLUMN PUBLIC NOTICE	COLUMN.US DC	\$248.52
12/20	12/23	24138294356064855024345	LANDS END BUS OUTFITTERS	800-332-4700 WI	\$99.55
CITY LIBRARY XXXX-XXXX-XXXX- Credit Limit: \$10,000.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$684.00	\$0.00	\$684.00
12/19	12/20	24011344355000009159054	SP INTELLIPURE	HTTPSWWW.INTENY	\$684.00
BRITNEY FINLAYSON XXXX-XXXX-XXXX- Credit Limit: \$2,000.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$174.80	\$0.00	\$174.80
12/23	12/24	24011344358000084313219	ZOOM.COM 888-799-9666	WWW.ZOOM.US CA	\$174.80
SYLVIA MILLER XXXX-XXXX-XXXX- Credit Limit: \$750.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$144.52	\$0.00	\$144.52
12/11	12/12	24692164346104406226175	NORTH DAKOTA STATE UNI	701-231-8782 ND	\$75.00
12/11	12/12	24011344347500004252748	COLUMN PUBLIC NOTICE	COLUMN.US DC	\$39.52
12/18	12/19	24692164353101921077612	NDRIN-ND LAND RECORDS	701-364-1280 ND	\$30.00
FIRE DEPARTMENT EMS XXXX-XXXX-XXXX- Credit Limit: \$10,000.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$4,875.77	\$0.00	\$4,875.77
12/12	12/16	24081624348018014657409	BOUND TREE MEDICAL LLC	800-2827904 OH	\$11.93
12/12	12/16	24081624348018014658696	BOUND TREE MEDICAL LLC	800-2827904 OH	\$173.16
12/12	12/16	24081624348018014656187	BOUND TREE MEDICAL LLC	800-2827904 OH	\$33.96
12/12	12/16	24081624348018014658258	BOUND TREE MEDICAL LLC	800-2827904 OH	\$3,200.98
12/12	12/16	24081624348018014656633	BOUND TREE MEDICAL LLC	800-2827904 OH	\$528.64
12/17	12/19	24081624353018014242014	BOUND TREE MEDICAL LLC	800-2827904 OH	\$9.19
12/17	12/19	24081624353018014241214	BOUND TREE MEDICAL LLC	800-2827904 OH	\$289.96
12/18	12/19	24717054354873541365402	DELTA AIR 0062290349353800-2211212	CA NM: KIENTOPF/TYLER TKT: 0062290349353 OARP: BIS SVC: U DARP: MSP DEP: 02-15-25 OARP: MSP SVC: U DARP: TPA DEP: 02-15-25 OARP: TPA SVC: UX DARP: MSP DEP: 02-15-25 OARP: MSP SVC: UO DARP: BIS DEP: 02-15-25	\$627.95
AARON PRAUS XXXX-XXXX-XXXX- Credit Limit: \$15,000.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$255.00	\$0.00	\$255.00
12/16	12/18	24198804352450756121750	SWANA	8004679262 MD	\$255.00
JACOB WALDO XXXX-XXXX-XXXX- Credit Limit: \$10,000.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$574.24	\$0.00	\$574.24
12/12	12/13	24427334347730264099377	CASH WISE #3044	DICKINSON ND	\$233.32
12/12	12/13	24427334347730264101835	CASH WISE #3044	DICKINSON ND	\$340.92
CHAD TORMASCHY XXXX-XXXX-XXXX- Credit Limit: \$10,000.00					
			Purchases & Other Charges	Payments & Other Credits	Total Activity
			\$155.05	\$0.00	\$155.05
12/17	12/18	24204294352001964445048	eBay O*12-12471-02848	408-3766151 CA	\$23.36
12/17	12/18	24204294352001965989044	eBay O*23-12458-48742	408-3766151 CA	\$26.97
12/17	12/18	24204294352002276555094	eBay O*02-12483-57684	408-3766151 CA	\$21.98
12/25	12/26	24692164360107746867708	AMAZON MKTPL*ZE8B396Z2	Amzn.com/billWA	\$82.74

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description		Amount
JOEL WALTERS					
XXXX-XXXX-XXXX Credit Limit: \$30,000.00			Purchases & Other Charges \$376.79	Payments & Other Credits \$0.00	Total Activity \$376.79
12/21	12/23	24793384356001205609099	FACEBK *9RKPJEGN22	650-5434800 CA	\$376.79
BRANDON STOCKIE					
XXXX-XXXX-XXXX Credit Limit: \$2,500.00			Purchases & Other Charges \$95.71	Payments & Other Credits \$0.00	Total Activity \$95.71
12/13	12/16	24445004349500748815796	PY *PIZZA RANCH DICKINSODICKINSON	ND	\$95.71
DANIEL LOCKE					
XXXX-XXXX-XXXX Credit Limit: \$2,500.00			Purchases & Other Charges \$18.08	Payments & Other Credits \$0.00	Total Activity \$18.08
12/11	12/12	24445004347400182569623	WM SUPERCENTER #1567	DICKINSON ND	\$18.08

Finance Charge Summary

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
PURCHASES	\$0.00	0.0000%	0.00%	\$0.00
CASH ADVANCES	\$0.00	0.0360%	12.90%	\$0.00



Visa Purchasing

Billing Period: 11/26/2024 - 12/11/2024

Account Number: XXXX-XXXX-XXXX-

Page 1 of 8

Account Summary

Previous Balance	\$39,415.97
Purchases & Other Charges	\$48,334.18
Cash Advances	\$0.00
Cash Advance Fees	\$0.00
Late Charges	\$0.00
Finance Charges	\$0.00
Credits	\$265.56
Payments	\$39,415.97
New Balance	\$48,068.62
Credit Limit	\$120,000.00
Cash Limit	\$120,000.00
Available Credit	\$71,931.38
Disputed Amount	\$0.00
Statement Closing Date	December 11, 2024
Days in Billing Cycle	16

Payment Information

New Balance	\$48,068.62
Minimum Payment Due	\$48,068.62
Payment Due Date	December 18, 2024

Contact Us

For Customer Service Call:	1-800-892-7104
Outside The U.S. Call:	1-402-691-7800

Send Billing Inquiries To: COMMERCE BANK
PO BOX 414084
KANSAS CITY MO 64141

Important Messages

AS A REMINDER, YOUR NEXT AUTOPAY WILL BE PROCESSED ON YOUR PAYMENT DUE DATE. IF YOU HAVE ANY QUESTIONS, PLEASE GIVE US A CALL AT 1-800-892-7104.

Corporate Account Activity

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/02	12/02		AUTO PAYMENT - THANK YOU!	\$39,415.97 CR

PLEASE DETACH COUPON AND RETURN WITH YOUR PAYMENT.

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 414084
KANSAS CITY MO 64141-4084

CITY OF DICKINSON
LINDA CARLSON
38 1ST ST W
DICKINSON ND 58601-5106

Account ID:

Account Number:

Payment Due Date:	December 18, 2024
New Balance:	\$48,068.62
Minimum Payment Due:	\$48,068.62

AMOUNT ENCLOSED

Use enclosed envelope and make check payable to:
COMMERCE BANK

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 846451
KANSAS CITY MO 64184-6451



Cardholder Account Activity

Tran Date	Post Date	Reference Number	Transaction Description		Amount
DARNYL MALKOWSKI					
XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$39.66	Payments & Other Credits \$0.00	Total Activity \$39.66
11/26	11/29	24055224332164251470871	SIMONSON N DI	DICKINSON ND	\$39.66
LEONARD SCHWINDT					
XXXX-XXXX-XXXX- Credit Limit: \$3,500.00			Purchases & Other Charges \$889.40	Payments & Other Credits \$0.00	Total Activity \$889.40
12/05	12/06	24692164340101848441665	SUPPLYHOUSE.COM	888-757-4774 NY	\$235.87
12/06	12/09	24692164342102868014133	SUPPLYHOUSE.COM	888-757-4774 NY	\$43.98
12/06	12/09	24692164342102867988535	SUPPLYHOUSE.COM	888-757-4774 NY	\$54.56
12/09	12/10	24692164344102746368477	AMAZON MKTPL*ZR5ZZ47M0	Amzn.com/billWA	\$49.99
12/10	12/11	24692164345103402395795	INT'L CODE COUNCIL INC	888-422-7233 IL	\$405.00
12/10	12/11	24692164345103402397007	INT'L CODE COUNCIL INC	888-422-7233 IL	\$100.00
FIRE DEPARTMENT					
XXXX-XXXX-XXXX- Credit Limit: \$10,000.00			Purchases & Other Charges \$4,940.30	Payments & Other Credits \$0.00	Total Activity \$4,940.30
11/25	11/26	24445004331400207702082	WM SUPERCENTER #1567	DICKINSON ND	\$78.00
11/25	11/26	24445004331400207701902	WM SUPERCENTER #1567	DICKINSON ND	\$51.91
11/26	11/27	24164074331741665741704	FEDEX474840381	800-4633339 TN	\$25.50
11/27	11/29	24492164333500004006272	SP 911 ERP	EMERGENCYRESPNY	\$499.90
12/02	12/03	24011344338500006313978	FIREMANSHIP CONFERENCE	FIREMANSHIPCOWA	\$700.00
12/06	12/09	24399004341295051064025	BEST BUY 00010124	BISMARCK ND	\$2,499.00
12/07	12/09	24000974343812904785870	RADISSON HOTEL BISMARC	BISMARCK ND	\$99.80
			CHECK IN DATE: 12-06-24 CONFIRMATION #: 0000002490		
12/07	12/09	24000974343812904786142	RADISSON HOTEL BISMARC	BISMARCK ND	\$99.80
			CHECK IN DATE: 12-06-24 CONFIRMATION #: 0000002492		
12/09	12/10	24036294344714045287149	ADOBE *ADOBE	408-536-6000 CA	\$306.59
12/10	12/11	24492164346500005899472	SP 911 ERP	EMERGENCYRESPNY	\$188.96
12/10	12/11	24011344346500010442318	SP TRU SPEC B2C	B2C.TRUSPEC.CNC	\$240.84
12/10	12/11	24011344346500011278851	SP EMS SUCCESS	EMSSUCCESS.OROK	\$150.00
SHELLY NAMENIUK					
XXXX-XXXX-XXXX- Credit Limit: \$5,000.00			Purchases & Other Charges \$631.26	Payments & Other Credits \$0.00	Total Activity \$631.26
11/25	11/27	24027624332067431507106	PAYPAL *SAHRA	402-935-7733 CA	\$50.00
11/25	11/29	24198804332447097409352	PAYPAL *SAHRA	4029357733 CA	\$50.00
11/25	11/27	24027624332067431664840	PAYPAL *SAHRA	402-935-7733 CA	\$65.00
12/04	12/06	24198804340448383922389	PAYPAL *ND SHRM ND SHR	4029357733 ND	\$389.00
12/10	12/11	24027624346067263374157	PAYPAL *ADSRUNNERLL EHM	14029357733 WY	\$77.26
FIRE DEPARTMENT 2					
XXXX-XXXX-XXXX- Credit Limit: \$2,500.00			Purchases & Other Charges \$721.60	Payments & Other Credits \$0.00	Total Activity \$721.60
11/26	11/27	24116414331714820855567	BT *FLAGCENTERCOM	190-176-2004 TN	\$721.60
JOE HIRSCHFELD					
XXXX-XXXX-XXXX- Credit Limit: \$5,000.00			Purchases & Other Charges \$175.00	Payments & Other Credits \$0.00	Total Activity \$175.00
12/02	12/03	24801974338169525023894	APPRAISAL INSTITUTE	312-335-4100 IL	\$175.00
FINANCE DEPARTMENT					
XXXX-XXXX-XXXX- Credit Limit: \$25,000.00			Purchases & Other Charges \$283.75	Payments & Other Credits \$0.00	Total Activity \$283.75
12/02	12/03	24027624337878809973869	PAYFLOW/PAYPAL	888-883-9770 NE	\$283.75
JADE PRAUS					
XXXX-XXXX-XXXX- Credit Limit: \$3,000.00			Purchases & Other Charges \$71.32	Payments & Other Credits \$0.00	Total Activity \$71.32
12/06	12/09	24692164342100008630289	AMAZON MKTPL*ZR30H9TM0	Amzn.com/billWA	\$71.32

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
GRANT CARLSON XXXX-XXXX-XXXX- Credit Limit: \$3,000.00				
			Purchases & Other Charges \$219.92	Payments & Other Credits \$0.00
				Total Activity \$219.92
12/06	12/09	24692164341102716172688	AMZN Mktp US*ZR0GB4MC2 Amzn.com/billWA	\$69.95
12/07	12/09	24011344342000073274629	AMAZON RETA* ZR8S84130 WWW.AMAZON.COWA	\$149.97
POLICE DEPARTMENT TRAVEL XXXX-XXXX-XXXX- Credit Limit: \$2,500.00				
			Purchases & Other Charges \$471.92	Payments & Other Credits \$0.00
				Total Activity \$471.92
12/04	12/05	24036294339714201445660	SIMPLY TO IMPRESS 800-779-6177 CA	\$201.92
12/05	12/06	24692164341101938192664	IN *GUARDIAN ALLIANCE TEC415-6552240 CA	\$270.00
JOSEPH CIANNI XXXX-XXXX-XXXX Credit Limit: \$2,500.00				
			Purchases & Other Charges \$222.98	Payments & Other Credits \$0.00
				Total Activity \$222.98
12/10	12/11	24036294345716190228538	ZAZZLE INC 888-892-9953 CA	\$222.98
MICHAEL HANEL XXXX-XXXX-XXXX Credit Limit: \$2,500.00				
			Purchases & Other Charges \$12.00	Payments & Other Credits \$0.00
				Total Activity \$12.00
12/04	12/04	24011344339500022531057	BUZZSPROUT* INVOICE 69 BUZZSPROUT.COFL	\$12.00
ANIMAL SHELTER XXXX-XXXX-XXXX Credit Limit: \$2,500.00				
			Purchases & Other Charges \$1,864.57	Payments & Other Credits \$9.57
				Total Activity \$1,855.00
11/27	11/29	24247604332300841025963	WEST DAKOTA VETERINARY DICKINSON ND	\$421.25
12/02	12/03	24247604337300668131113	WEST DAKOTA VETERINARY DICKINSON ND	\$140.00
12/03	12/04	24692164338109835676734	CHEWY.COM 800-672-4399 FL	\$1,285.24
12/06	12/09	24231684342173985283161	HARBOR FREIGHT TOOLS3555 DICKINSON ND	\$9.57
12/07	12/09	74231684343175016378419	HARBOR FREIGHT TOOLS3555 DICKINSON ND	\$9.57 CR
12/07	12/09	24003414343900014461732	CLEAN SWEEP VACUUM CENTERDICKINSON ND	\$8.51
GREG BECK XXXX-XXXX-XXXX Credit Limit: \$4,000.00				
			Purchases & Other Charges \$705.00	Payments & Other Credits \$0.00
				Total Activity \$705.00
12/03	12/04	24493984338052567055911	ND SAFETY COUNCIL 701-223-6372 ND	\$705.00
MUSEUM XXXX-XXXX-XXXX Credit Limit: \$8,000.00				
			Purchases & Other Charges \$93.45	Payments & Other Credits \$0.00
				Total Activity \$93.45
12/03	12/04	24226384339004618250625	WAL-MART #1567 DICKINSON ND	\$93.45
ROBERT FUHRMAN XXXX-XXXX-XXXX Credit Limit: \$5,000.00				
			Purchases & Other Charges \$111.48	Payments & Other Credits \$0.00
				Total Activity \$111.48
12/03	12/03	24011344338000046138758	SHOPIFY* 302516591 HTTPSSHOPIFY.IL	\$104.88
12/04	12/05	24231684339747002776623	CONSOLIDATED TELCOM 701-483-4000 ND	\$6.60
DUSTIN DASSINGER XXXX-XXXX-XXXX Credit Limit: \$2,500.00				
			Purchases & Other Charges \$60.00	Payments & Other Credits \$0.00
				Total Activity \$60.00
12/03	12/04	24116414338742979183989	DICKINSON PRESS 833-248-7801 ND	\$60.00
PURCHASING DEPARTMENT XXXX-XXXX-XXXX Credit Limit: \$10,000.00				
			Purchases & Other Charges \$3,642.74	Payments & Other Credits \$66.39
				Total Activity \$3,576.35
11/25	11/26	24692164330102220111928	Amazon.com*BD42T8413 Amzn.com/billWA	\$547.98
11/25	11/26	24692164330101714999699	AMAZON MKTPL*0467Q4MX3 Amzn.com/billWA	\$23.75
11/27	11/29	24692164332103827774629	WALMART.COM 800-925-6278 AR	\$388.00
11/27	11/29	74108384332008509001356	SHOPLET.COM clover.com FL	\$66.39 CR
12/01	12/02	24692164336107754009327	AMAZON MKTPL*ZL5VW43Q2 Amzn.com/billWA	\$405.90
12/01	12/02	24692164336107574824624	AMZN Mktp US*ZL6719ZN0 Amzn.com/billWA	\$68.44
12/02	12/03	24692164337108622063313	AMAZON MKTPL*ZL4O051H0 Amzn.com/billWA	\$149.06
12/03	12/04	24692164338109103981543	AMAZON MKTPL*ZL9CM0X20 Amzn.com/billWA	\$47.96
12/06	12/09	24108384342008918001347	SHOPLET.COM clover.com FL	\$41.13

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/06	12/09	24692164341102817117285	AMZN Mktp US*ZR2N99JJ0 Amzn.com/billWA	\$28.99
12/06	12/09	24692164341102594516469	AMZN Mktp US*ZR5WF0340 Amzn.com/billWA	\$26.50
12/09	12/10	24692164344102164569440	AMAZON MKTPL*ZR5HP6J81 Amzn.com/billWA	\$1,008.15
12/09	12/10	24055234344176363114101	WALMART.COM 800-925-6278 AR	\$50.49
12/09	12/10	24055234344176363223415	WALMART.COM 800-925-6278 AR	\$71.60
12/09	12/10	24692164345103007098430	AMAZON MKTPL*ZR9TO6GE1 Amzn.com/billWA	\$531.20
12/10	12/11	24692164345103717430683	AMAZON MKTPL*ZX67H25K2 Amzn.com/billWA	\$63.96
12/10	12/11	24692164345103429944245	AMZN Mktp US*ZX29E3VL2 Amzn.com/billWA	\$63.65
12/10	12/11	24692164346103888531037	AMAZON MKTPL*ZR8VL28U1 Amzn.com/billWA	\$75.99
12/10	12/11	24692164345103708593903	Amazon.com*ZX3C65CL0 Amzn.com/billWA	\$49.99
DAVID WILKIE XXXX-XXXX-XXXX Credit Limit: \$2,500.00			Purchases & Other Charges \$10.45	Payments & Other Credits \$0.00 Total Activity \$10.45
12/06	12/09	24137464342001763454450	USPS PO 3724000905 DICKINSON ND	\$10.45
TRAVIS LEINTZ XXXX-XXXX-XXXX Credit Limit: \$2,500.00			Purchases & Other Charges \$175.00	Payments & Other Credits \$0.00 Total Activity \$175.00
12/02	12/03	24492154338058538181273	TLO TRANSUNION 561-988-4200 FL	\$175.00
POLICE DEPARTMENT XXXX-XXXX-XXXX Credit Limit: \$30,000.00			Purchases & Other Charges \$3,923.85	Payments & Other Credits \$99.00 Total Activity \$3,824.85
11/25	11/26	24692164331102385247177	IN *ND POST 701-3285500 ND	\$46.35
11/26	12/03	74755424337173324261182	HAMPTON INNS 701-7515656 SD CHECK IN DATE: 11-24-24 CONFIRMATION #: 84299144	\$99.00 CR
11/26	11/29	24755424332173324261059	HAMPTON INNS 701-7515656 SD CHECK IN DATE: 11-24-24 CONFIRMATION #: 83234984	\$99.00
11/26	11/29	24755424332173324261174	HAMPTON INNS 701-7515656 SD CHECK IN DATE: 11-24-24 CONFIRMATION #: 84299144	\$99.00
11/26	11/29	24755424332173324260986	HAMPTON INNS 701-7515656 SD CHECK IN DATE: 11-24-24 CONFIRMATION #: 83234984	\$99.00
11/26	11/29	24755424332173324260960	HAMPTON INNS 701-7515656 SD CHECK IN DATE: 11-24-24 CONFIRMATION #: 84299144	\$99.00
12/01	12/03	24000974337777101666413	BOWMAN LODGE AND CONVE BOWMAN ND CHECK IN DATE: 11-30-24 CONFIRMATION #: 0000015029	\$481.50
12/05	12/09	24027624342067996202968	GRACIE UNIV 310-893-0400 CA	\$3,000.00
RACHEL SHUMAKER XXXX-XXXX-XXXX Credit Limit: \$7,500.00			Purchases & Other Charges \$318.03	Payments & Other Credits \$0.00 Total Activity \$318.03
12/03	12/04	24445004339400183442556	WM SUPERCENTER #1567 DICKINSON ND	\$83.16
12/05	12/09	24034544341001142745614	ARCO ROTHSA Y TRUCK STOP ROTHSA Y MN	\$45.65
12/06	12/09	24003294341000154133569	PILOT_00590 ALEXANDRIA MN	\$44.94
12/06	12/09	24316054342174195650839	SHELL OIL10089583016 STEELE ND	\$34.19
12/06	12/09	24943004342107342054626	HOLIDAY INN EXPRESS 9524452244 MN CHECK IN DATE: 12-05-24 CONFIRMATION #: 3411212539524452244 NUMBER OF NIGHTS: 1	\$110.09
DENVER FOWLER XXXX-XXXX-XXXX Credit Limit: \$3,000.00			Purchases & Other Charges \$1,295.82	Payments & Other Credits \$0.00 Total Activity \$1,295.82
12/02	12/03	24204294337002617077022	eBay O*04-12407-82508 408-3766151 CA	\$1,198.11
12/02	12/03	24231684338169752206282	HARBOR FREIGHT TOOLS3555 DICKINSON ND	\$97.71

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description		Amount
JOSHUA SKLUZACEK XXXX-XXXX-XXXX Credit Limit: \$3,000.00			Purchases & Other Charges \$110.00	Payments & Other Credits \$0.00	Total Activity \$110.00
12/11	12/11	24011344346500016715550	WWW.NDPELSBOARD.ORG	NDPELSBOARD.OND	\$110.00
CHRISTOPHER KIMMERLE XXXX-XXXX-XXXX- Credit Limit: \$5,000.00			Purchases & Other Charges \$1,899.90	Payments & Other Credits \$0.00	Total Activity \$1,899.90
12/10	12/11	24399004345503129025704	BESTBUYCOM807001876678	888BESTBUY MN	\$949.95
12/10	12/11	24399004345503129044986	BESTBUYCOM807001876787	888BESTBUY MN	\$949.95
RACHEL WALDO XXXX-XXXX-XXXX Credit Limit: \$3,000.00			Purchases & Other Charges \$976.22	Payments & Other Credits \$0.00	Total Activity \$976.22
11/26	11/27	24692164332103267285268	AMAZON MKTPL*Z32WO9EG0	Amzn.com/billWA	\$171.48
11/29	12/02	24692164334105520857633	AMAZON MKTPL*Z31LT7QQ2	Amzn.com/billWA	\$44.97
11/29	12/02	24011344334000047202375	AMAZON RETA* Z32EK6832	WWW.AMAZON.COWA	\$44.99
12/07	12/09	24011344342000030860171	AMAZON RETA* ZR4JR98Q2	WWW.AMAZON.COWA	\$360.00
12/07	12/09	24692164342100340937574	AMAZON MKTPL*ZR7RX48D2	Amzn.com/billWA	\$33.99
12/07	12/09	24692164342100356586539	AMAZON MKTPL*ZR0330EG0	Amzn.com/billWA	\$178.59
12/10	12/11	24226384346004857247093	WAL-MART #1567	DICKINSON ND	\$142.20
AARON MEYER XXXX-XXXX-XXXX Credit Limit: \$40,000.00			Purchases & Other Charges \$20,425.69	Payments & Other Credits \$0.00	Total Activity \$20,425.69
11/25	11/26	24692164330101702795968	AMAZON MKTPL*Q613C8EY3	Amzn.com/billWA	\$744.97
11/25	11/26	24692164330102153397056	AMAZON MKTPL*KB8V45XT3	Amzn.com/billWA	\$452.48
11/27	11/29	24692164333104174276415	AMZN Mktpl US*Z32F93VN0	Amzn.com/billWA	\$104.91
11/27	11/29	24692164332103829694288	AMAZON MKTPL*Z398O3PT0	Amzn.com/billWA	\$99.00
11/28	11/29	24692164333104831805044	Amazon.com*Z30E88HD0	Amzn.com/billWA	\$104.94
11/29	12/02	24692164334105747624626	Amazon.com*Z32WI5SI2	Amzn.com/billWA	\$169.98
11/30	12/02	24011344335000002403876	WWW.UI.COM	WWW.UI.COM NY	\$377.00
12/01	12/02	24116414336168003077934	NEWEGG INC.	800-390-1119 CA	\$5,599.80
12/02	12/03	24692164337108527740932	AMZN Mktpl US*ZL1PS3PU2	Amzn.com/billWA	\$1,029.99
12/02	12/03	24906414337215633609579	FS *papercut	877-3278914 CA	\$1,178.00
12/02	12/03	24692164338108979074227	Amazon.com*ZL79475R2	Amzn.com/billWA	\$229.99
12/02	12/03	24692164338108987671220	AMAZON MKTPL*ZL7B97XM0	Amzn.com/billWA	\$387.66
12/02	12/03	24692164338108987001592	AMAZON MKTPL*ZL5D11XZ0	Amzn.com/billWA	\$422.83
12/03	12/04	24692164338109579510214	AMZN Mktpl US*ZL83S6Z11	Amzn.com/billWA	\$17.10
12/04	12/05	24011344339000048937073	WASABI TECHNOLOGIES	WWW.WASABI.COMA	\$787.89
12/04	12/05	24692164339100836701257	Amazon.com*ZL5YR0920	Amzn.com/billWA	\$326.38
12/04	12/05	24692164339100738920757	AMZN Mktpl US*ZL5IT4750	Amzn.com/billWA	\$196.98
12/04	12/05	24692164340100949724177	Amazon.com*ZL5LT9XV1	Amzn.com/billWA	\$236.23
12/05	12/06	24692164340101888599869	AMZN Mktpl US*ZR9PY3AF2	Amzn.com/billWA	\$2,193.00
12/05	12/06	24011344340000103320857	WWW.UI.COM	WWW.UI.COM NY	\$410.00
12/05	12/06	24116414340172474095346	NEWEGG INC.	800-390-1119 CA	\$499.95
12/05	12/06	24011344340000077096475	WWW.UI.COM	WWW.UI.COM NY	\$1,999.00
12/06	12/09	24011344341000092960407	WWW.UI.COM	WWW.UI.COM NY	\$1,045.00
12/06	12/09	24011344341000103869944	WWW.UI.COM	WWW.UI.COM NY	\$211.00
12/07	12/09	24164074343105441283355	Staples Inc	staples.com MA	\$219.58
12/07	12/09	24692164342100784149819	AMAZON MKTPL*ZL8OJ9WO1	Amzn.com/billWA	\$29.99
12/07	12/09	24692164343101104502371	AMAZON MKTPL*ZR4UP37W2	Amzn.com/billWA	\$30.29
12/08	12/09	24692164344101937663472	AMAZON MKTPL*ZR44I7NK1	Amzn.com/billWA	\$259.00
12/08	12/09	24692164344101913140198	AMAZON MKTPL*ZX5K36C12	Amzn.com/billWA	\$209.96
12/09	12/10	24692164345103007166807	AMAZON MKTPL*ZR4SL2GZ1	Amzn.com/billWA	\$13.69
12/09	12/10	24692164345103007129151	AMAZON MKTPL*ZX6029082	Amzn.com/billWA	\$23.75
12/09	12/10	24692164344102219637358	AMAZON MKTPL*ZX5XY1LV2	Amzn.com/billWA	\$99.99
12/09	12/10	24692164344102767847342	AMZN Mktpl US*ZX7I11AH2	Amzn.com/billWA	\$280.31
12/09	12/10	24692164344102752756367	AMAZON MKTPL*ZR9BZ2720	Amzn.com/billWA	\$89.98
12/10	12/11	24692164346103883524359	AMZN Mktpl US*ZX5MM9FH0	Amzn.com/billWA	\$326.38
12/10	12/11	24692164345103715648625	AMAZON MKTPL*ZX7II05G2	Amzn.com/billWA	\$18.69

Cardholder Account Activity (continued)

Tran Date	Post Date	Reference Number	Transaction Description			Amount
MIKHAYLA BLISS XXXX-XXXX-XXXX Credit Limit: \$1,500.00			Purchases & Other Charges \$113.87		Payments & Other Credits \$0.00	Total Activity \$113.87
12/06	12/09	24445004342400196943512	WM SUPERCENTER #1567	DICKINSON	ND	\$113.87
JAYDA BORAH XXXX-XXXX-XXXX Credit Limit: \$2,000.00			Purchases & Other Charges \$64.76		Payments & Other Credits \$0.00	Total Activity \$64.76
11/26	11/27	24204294331000706090043	FACEBK *QSTUGDU662	650-5434800	CA	\$6.88
12/02	12/03	24455014337141002939731	WAL-MART #1567	DICKINSON	ND	\$57.88
RITA BINSTOCK XXXX-XXXX-XXXX Credit Limit: \$4,000.00			Purchases & Other Charges \$2,793.59		Payments & Other Credits \$90.60	Total Activity \$2,702.99
11/25	11/26	24011344331500013253180	COLUMN PUBLIC NOTICE	COLUMN.US	DC	\$373.08
11/27	11/29	24011344333500003767007	COLUMN PUBLIC NOTICE	COLUMN.US	DC	\$227.24
11/27	11/29	24011344333500003749880	COLUMN PUBLIC NOTICE	COLUMN.US	DC	\$522.12
12/02	12/03	24011344337500031381546	COLUMN PUBLIC NOTICE	COLUMN.US	DC	\$904.40
12/04	12/05	74138294340059259022022	LANDS END BUS OUTFITTERS	DODGEVILLE	WI	\$90.60 CR
12/05	12/06	24011344341000010534193	COLUMN PUBLIC NOTICE	HTTPSCOLUMN.UDC		\$26.60
12/07	12/09	24138294343060351017904	LANDS END BUS OUTFITTERS	800-332-4700	WI	\$27.67
12/10	12/11	24692164346103997130036	NDRIN-ND LAND RECORDS	701-364-1280	ND	\$30.00
12/10	12/11	24011344346500001514877	COLUMN PUBLIC NOTICE	COLUMN.US	DC	\$468.92
12/10	12/11	24011344346500002055029	COLUMN PUBLIC NOTICE	COLUMN.US	DC	\$213.56
BRANDI AARON XXXX-XXXX-XXXX Credit Limit: \$1,000.00			Purchases & Other Charges \$45.30		Payments & Other Credits \$0.00	Total Activity \$45.30
12/03	12/04	24137464339001577704392	USPS PO 3724000905	DICKINSON	ND	\$26.00
12/04	12/05	24137464340001640967031	USPS PO 3724000905	DICKINSON	ND	\$19.30
SYLVIA MILLER XXXX-XXXX-XXXX Credit Limit: \$750.00			Purchases & Other Charges \$2.00		Payments & Other Credits \$0.00	Total Activity \$2.00
12/02	12/03	24692164338108968828500	NDRIN-ND LAND RECORDS	701-364-1280	ND	\$2.00
FIRE DEPARTMENT EMS XXXX-XXXX-XXXX Credit Limit: \$10,000.00			Purchases & Other Charges \$966.19		Payments & Other Credits \$0.00	Total Activity \$966.19
12/06	12/09	24559304341900014070734	NATL ASSOC OF EMS EDUCATO	412-3434775	PA	\$325.00
12/06	12/09	24692164341102374711504	NATIONAL REGISTRY EMT	614-888-4484	OH	\$26.00
12/09	12/10	24445004345400189768410	WM SUPERCENTER #1567	DICKINSON	ND	\$18.71
12/09	12/10	24455014344142000233185	WAL-MART #1567	DICKINSON	ND	\$2.48
12/10	12/11	24064664346500000625796	NAMIHP	NAMIHP.ORG	GA	\$419.00
12/10	12/11	24011344346500012132230	SP EMS SUCCESS	EMSSUCCESS.OROK		\$175.00
JACOB WALDO XXXX-XXXX-XXXX Credit Limit: \$10,000.00			Purchases & Other Charges \$33.66		Payments & Other Credits \$0.00	Total Activity \$33.66
12/04	12/05	24226384340004652243517	WAL-MART #1567	DICKINSON	ND	\$33.66
CHAD TORMASCHY XXXX-XXXX-XXXX Credit Limit: \$10,000.00			Purchases & Other Charges \$23.50		Payments & Other Credits \$0.00	Total Activity \$23.50
11/25	11/27	24801974331163387426300	DICKINSON MOTOR VEHICLE	DICKINSON	ND	\$20.50
11/25	11/27	24801974331163391034249	MUNICIPAY(M3)*SERVICE FE	SCARBOROUGH	ME	\$3.00

Finance Charge Summary

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
PURCHASES	\$0.00	0.0000%	0.00%	\$0.00

Finance Charge Summary (continued)

Type of Balance	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
CASH ADVANCES	\$0.00	0.0360%	12.90%	\$0.00

GALLAGHER ACTUARIAL SERVICE AGREEMENT 2025

Presented by: DCA Linda Carlson

Consideration to Approve



This Project Assignment is issued pursuant to the terms and conditions of the Master Agreement on Section 3. Item A.
The term is for JANUARY 1, 2025 through DECEMBER 31, 2025

Scope of Annual Actuarial Services:	2025	2024
▪ Annual GASB 67 / 68 pension valuation reporting :	\$ 7,500	\$ 3,300
▪ Annual Funding Valuation:	\$22,500	\$16,000
▪ Other Postemployment Benefit reporting GASB 74/75	<u>\$ 3,300</u>	<u>\$ 9,900</u>
Total Annual Service Fee	<u>\$33,300</u>	<u>\$29,200</u>

GASB 74/75 requires annual valuations, with updated census every other year. The year-end 2024 report will be an interim report and use the valuations' prior census data.

Also includes:

- Pension benefit statements for all active employees
- Engaging with auditor and completing auditor requests for both the plan and the financial statements
- Attendance at one client meeting to present valuation results, analysis and updates on pension legislation, trends and current industry developments.
- The fee for standard individual calculations will remain the same at \$350.



TERM OF SERVICES:

The term of this Agreement will commence on the Effective Date and shall remain in effect January 1, 2025 to December 31, 2025 in accordance with this Agreement.

CONSULTING FEES

Compensation for providing the actuarial consulting services listed below shall be billed on fixed cost of **\$33,300.** Services outside of the scope listed herein will be billed on a time and expense basis using the hourly rates below in the chart below.

Gallagher will provide Client with an invoice providing a description of the services performed or completed based on the timing outlined in the chart below. All invoices for payments due to Gallagher will be paid by Client per Section 4 of the Agreement.

The fee for standard individual calculations will be \$350.

Services will be billed according to the chart listed below.

Item	Date	Fee
GASB 67/68 Valuations	May 2025	\$ 7,500
Funding Valuation	May 2025	\$22,500
Postretirement Medical Plan GASB 74/75	May 2025	\$ 3,300
Total		\$33,300

Travel Expenses

Expenses are to be kept to a minimum and are billed at actual cost for (but not limited to) the following: consultant travel, lodging, meals, local transportation, and airport, meeting, and parking expenses. Hotel expenses will typically be based on preferred rates obtained by Client or Gallagher; however, Gallagher may select a non-preferred major chain (e.g., Marriott; Hyatt; etc.) if personal safety factors, geography, or meeting requirements dictate. Charges for airfare will be based on the most economical means of travel wherever possible, however, due to scheduling difficulties, aircraft capacity, and/or fare availability, charges may on occasion include higher cost, refundable fares fees, full coach, or non-refundable business/first class charges.



Gallagher

Insurance | Risk Management | Consulting

PROJECT ASSIGNMENT Actuarial Services

This Project Assignment is issued pursuant to the terms and conditions of the Master Agreement for Professional Services with an Effective Date of January (the “**Agreement**”), by and between Gallagher Benefit Services, Inc. (“**Gallagher**”) and City of Dickinson, North Dakota (“**Client**”). Defined terms used herein and not otherwise defined in this Project Assignment shall have the same meaning ascribed to them in the Agreement.

SCOPE OF ENGAGEMENT:

Annual Actuarial Services

- Annual GASB 67/68 pension reporting for the City of Dickinson Employees’ Pension Plan (“Employees Plan”), City of Dickinson Police Employees’ Pension Plan (“Police Plan”), and the Dickinson Part Time Fire Fighter Pension Plan
- Annual funding report for pension plans for the City of Dickinson Employees’ Pension Plan, City of Dickinson Police Employees’ Pension Plan, and the Dickinson Part Time Fire Fighter Pension Plan including draft version for review prior to final certified versions
- Annual GASB 74/75 Other Postemployment Benefits (OPEB) reporting for the City of Dickinson postemployment benefits plan
- Pension benefit statements for all active employees of the Employees Plan and Police Plan
- Engaging with auditor and completing auditor requests for both the plan and the financial statements
- Attendance at one client meeting to present valuation results, analysis and updates on pension legislation, trends and current industry developments

Gallagher will provide the actuarial services shown above based on the participant data provided to us that is of sufficient quality for actuarial valuation purposes and that will provide reasonable valuation results within the limitations of the valuation model. Gallagher will not audit the data but will perform a high-level review for reasonableness. Client is responsible for the data provided to Gallagher for use in the annual valuation for the Plan(s).

GASB 74/75 requires annual valuations, with updated census every other year. The City’s fiscal year end 2024 report will be an interim report and use the valuation’s prior census data, as long as no major census changes have occurred.

Any additions to, or changes in the services to be provided to Client per this Agreement, or any increases in the not-to-exceed costs as stated above, will require prior written approval of both parties.

HOURLY RATES

Position	Average Hourly Rate*
Professional Standards Review	\$550
Actuarial Lead Consultant	\$475
Actuarial Manager	\$390
Actuarial Analyst	\$325

** Hourly rates for subsequent years of services may be increased to reflect trends in hourly rates and changes in market conditions, however any increases shall not exceed five percent (5%) in any year.*

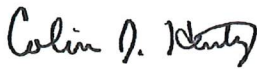
The terms and conditions contained in this Project Assignment constitute the parties' complete understanding and agreement relating to the subject matter hereof. Notwithstanding anything to the contrary in the Agreement or elsewhere, in the event of a conflict between this Project Assignment and the Agreement, the Agreement will control. No other terms and conditions, beyond those contained herein, will be valid unless mutually agreed to by Client and Gallagher in a writing signed by authorized representatives of each party.

ACCEPTED AND AGREED:

City of Dickinson, North Dakota

Gallagher Benefit Services, Inc.

By: _____
Name: _____
Title: _____
Date: _____
Address: _____

By: 
Name: Colin J. Henty
Title: Practice Leader, Actuarial and Retirement Services
Date: December 11, 2024
Address: 3600 American Blvd. West, Suite 500
Bloomington, MN 55431

Public Comment Section Change

Presented by: DCA Linda Carlson

Consideration to Approve



Item # 8 on the Commission Agenda is currently:

PUBLIC HEARING AND PUBLIC COMMENTS NOT ON THE AGENDA

Staff recommendation to the Commission would change the Agenda Order as follows:

Item 8# PUBLIC HEARINGS

This would be held at the current 5:00 PM time slot – this would include

Pre-arranged Presentations

Swearing in of Officers and Oaths

Code Amendments

Future Land Maps – Rezones

Ordinances or other City business that require a Public Hearing.

After Public Hearing section – then Commission would go back into the remaining City Business items.

PUBLIC COMMENT Section would be Item #9 on the Agenda – Where public can comment on items NOT on the Agenda. There could be a time limit set if the Commissioners wish.

Then follow with #10 Commission – any comments from Commissioners

Then #11 Adjournment.

**CITY OF DICKINSON
BOARD OF CITY COMMISSIONERS**

RE: 348 East Broadway, Dickinson, ND 58601
Ulises Barrios Flores, Property Owner

FINDINGS OF FACT & ORDER

1. On Wednesday, December 18, 2024, the Board of City Commissioners met to hear evidence regarding the primary structure located on 348 East Broadway, Dickinson, ND 58601 (“the Property”), specifically whether the primary structure located on the Property should be demolished pursuant to the Dickinson Municipal Code (“DMC”).
2. The City asserts that the primary structure located on the Property is a dangerous building and must be demolished.
3. The Property Owner, Ulises Barrios Flores, was not present at the hearing.
4. The Board of City Commissioners finds that the primary structure located on the Property is a dangerous structure pursuant to Chapter 7.030 of DMC and must be demolished pursuant to Chapter 7.030.020 of the DMC and hereby makes the following Findings of Fact:

FINDINGS OF FACT

5. That the DMC contains the following provisions:

Section 7.030:

Dangerous Buildings or Structures: For the purpose of this ordinance, any building or structure which has any or all of the conditions or defects hereinafter described shall be deemed to be a dangerous building, provided that such conditions or defects exist to the extent that the life, health, property or safety of the public or its occupants are endangered. For purposes of this ordinance, the term “Building Code”, shall mean the building code adopted by the City of Dickinson in Chapter 7 of the Dickinson City Code.

Section 7.030.020:

Dangerous Buildings: All “dangerous buildings” within the terms of section 7.030 are hereby declared to be public nuisances and shall be repaired, vacated or demolished as provided in this ordinance.

6. That Ulises Barrios Flores (“Flores”) is the record title owner of the Property. (Exhibit A).
7. That the City notified Flores of the hearing with the Board of City Commissioners. (Exhibit B, Exhibit C-1, C-2, and C-3).
8. That the City first became aware of concerns with the Property in 2022 after City staff noticed construction materials outside the home, and City records indicated there were no building or plumbing permits on file. (Exhibit D).
9. That the City issued a stop work order on the Property. (Exhibit D).
10. That on September 2, 2022, an inspection of the Property was conducted by City staff for the purpose of determining what permits were needed for the Property. (Exhibit D).
11. That a subsequent inspection of the Property was done on September 2, 2022, by City staff and photographs of the Property were taken. (Exhibit E).
12. That the inspection revealed that repairs were being made to the primary structure without the necessary permits. (Exhibit E and Testimony of Tiffany Stewart).
13. That the City communicated to Flores that he needed to obtain the necessary permits. (Testimony of Tiffany Stewart).
14. That the City sent Flores a letter dated April 26, 2023, advising him that he needed to obtain a building permit. (Exhibit F).
15. That subsequent to the April 26, 2023 letter, Flores did not obtain a building permit. (Testimony of Tiffany Stewart).

16. That on February 7, 2024, the City sent Flores a letter declaring the primary structure located on the Property as a dangerous structure and informing Flores it was proceeding with the condemnation process. (Exhibit G).
17. That the City placarded the Property as a dangerous structure. (Exhibit D and Testimony of Tiffany Stewart).
18. That the City conducted a drive by inspection and determined that Flores did not demolish the primary structure located on the Property. (Testimony of Tiffany Stewart).
19. That on April 9, 2024, the City sent a follow up letter via certified mail to Flores advising him once again of the condemnation process. (Exhibit H and Exhibit I).
20. That on July 29, 2024, the City sent a demolition notice via certified mail to Flores advising him that the primary structure located on the Property had to be demolished by August 28, 2024. (Exhibit J and Exhibit K).
21. That on August 29, 2024, the City placarded the Property as a dangerous structure. (Exhibit L).
22. That on August 29, 2024, the City sent a follow up demolition notice via certified mail to Flores advising him that the primary structure on the Property had to be demolished by September 28, 2024. (Exhibit L and Exhibit M).
23. That as of December 18, 2024, Flores has not demolished the primary structure located on the Property.
24. That City staff recommended the primary structure located on the Property be demolished because it is uninhabitable due to the authorized remodeling efforts exposing wiring and walls and creating unsafe conditions. (Exhibit D and Testimony of Tiffany Stewart).

ORDER

25. The Board of City Commissioners has reviewed the relevant portions of the Dickinson Municipal Code and has accepted exhibits offered by the parties, as well as heard testimony offered by the witnesses called.

26. Based on the foregoing facts and evidence presented to the Board of City Commissioners, this Commission finds that the primary structure located at 348 East Broadway, Dickinson, ND 58601 is a dangerous structure and must be demolished pursuant to the Dickinson Municipal Code, more specifically, as follows:

Section 7.030:

Dangerous Buildings or Structures: For the purpose of this ordinance, any building or structure which has any or all of the conditions or defects hereinafter described shall be deemed to be a dangerous building, provided that such conditions or defects exist to the extent that the life, health, property or safety of the public or its occupants are endangered. For purposes of this ordinance, the term “Building Code”, shall mean the building code adopted by the City of Dickinson in Chapter 7 of the Dickinson City Code.

Section 7.030.020:

Dangerous Buildings: All “dangerous buildings” within the terms of section 7.030 are hereby declared to be public nuisances and shall be repaired, vacated or demolished as provided in this ordinance.

27. That this Order may be appealed to the District Court within thirty (30) days.

28. That if the owner, occupant, mortgagee or lessee fails to comply with this Order or fails to appeal to the District Court within thirty days, the City through its officers and employees shall cause such building or structure to be demolished and shall bill the owner, occupant, mortgagee or lessee for the costs of such demolition. If the bill is not paid when due, the costs may be assessed against the land on which the building existed pursuant to Section 7.030.050 of the DMC.

Dated this ____ day of January 2025.

Scott Decker
Mayor, Board of City Commissioners

ORDINANCE NO.

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF DICKINSON, NORTH DAKOTA; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DICKINSON, NORTH DAKOTA:

Section 1. The Code entitled "Code of Ordinances, City of Dickinson, North Dakota," published by CivicPlus, LLC, consisting of chapters 1 through 62, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before August 20, 2024, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereto that is a misdemeanor shall be punished by a fine not exceeding \$1,500.00 and imprisonment not to exceed 30 days, or by both such fine and imprisonment. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereto that is an infraction shall be punished by a fine not exceeding \$1,000.00. Except as otherwise provided by law or ordinance: (i) With respect to violations of the Code that are continuous with respect to time, each day the violation continues is a separate offense. (ii) As to other violations, each act is a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the city may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate the intention to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after August 20, 2024, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. This Ordinance shall be in full force and effect following its final passage.

Scott Decker, President
Board of City Commissioners

ATTEST

Dustin Dassinger, City Administrator

First Reading: _____, 2025
Second Reading: _____, 2025
Final Passage: _____, 2025

CITY OF DICKINSON

Application for Business and/or Occupation License

Date: 2022

Section 3. Item E.

Application for:

- ☐ Carnival (\$50/day plus \$100,000 Liability Insurance) Event date: _____
- ☐ Circus (\$50/day plus \$100,000 Liability Insurance) Event date: _____
- ☐ Housemover (\$50/annual plus \$5,000 bond and Liability Insurance)
- ☐ Pawnbroker (\$50/annual)
- ☐ Junk Dealer (\$50/annual)
- ☐ Arborist (\$100/annual plus \$150,000 Aggregate Liability Insurance)
- ☒ Tobacco Dealer (\$50/annual) Location of Sale: 3275 WEST RIDGE DRIVE
- ☐ Adult Entertainment (\$2,000/annual) DICKINSON ND 58601

1. Name of Applicant (Individual or Firm): Mohammed Wazwaz
 Birth Date: _____ Social Security Num _____
 Residence Address: _____ Number: _____
 Business Address: 3275 WEST RIDGE DRIVE DICKINSON ND 58601 Cell Number: _____
 Email Address: _____
 Mailing address (if not the same as business): _____
2. Location of Business Records (if not the same as business): WEST RIDGE MARKET CENTER
3. This application is for: New Business ☒ If change of ownership, give name of previous owner: _____
 Renewal of License _____
 Change of Ownership _____
 Change of Address _____
 Date business started: MARCH 1st 2025
4. If bond is required, give name of bonding company and address: N/A
5. If you employ an auditor or bookkeeping firm, give name and address of firm: N/A
6. List locations of businesses outside Dickinson in which license fee(s) was/were paid to other cities, towns or counties:

Name of Town or City	Name of Job	Amount
<u>BISMARCK</u>	<u>Moe's SMOKE SHOP</u>	<u>\$15.00</u>
<u>MANDAN</u>	<u>Moe's SMOKE SHOP</u>	<u>\$25.00</u>

(continue list on back if necessary)
7. List name of partners or of officers of the business and their titles:
N/A
8. The above is a true statement


 (Signature of Applicant)

OWNER
 (Official Title)

** The records of all concerns doing business must comply with City and State requirements.

RECALL ELECTION UPDATE

Presented by: DCA Linda Carlson



DECEMBER 7TH, 2024

**CANDIDATES WERE ABLE TO BEGIN CIRCULATING PETITIONS
THE REQUIRED SIGNATURES TO BE ON THE BALLOT WAS 116**

DECEMBER 11TH, 2024

**OFFICIAL NOTICE OF THE OFFICES AND DEADLINE WAS PUBLISHED IN THE
DICKINSON PRESS, ON CITY WEBSITE AND CITY FACEBOOK PAGE**

JANUARY 6TH, 2025

PETITIONS DUE BY 4:00 pm MT - FOR THOSE RUNNING IN THE ELECTION

UPDATE:

NO Petitions were handed in by the deadline.

JANUARY 15TH, 2025

**AN ELECTION NOTICE WILL BE PUBLISHED ESTABLISHING CERTIFIED CANDIDATES
IN THE DICKINSON PRESS AND ON THE CITY WEBSITE AND CITY FACEBOOK PAGE**

JANUARY 21ST, 2025

PRESENT LIST OF ELECTION WORKERS TO COMMISSION FOR APPROVAL

JANUARY 30TH, 2025

ABSENTEE BALLOTS WILL BE AVAILABLE FOR EARLY VOTING

MEDUNA REZONE PETITION (REZ-007-2024)

Section 7. Item A.





Meduna Zoning Map Amendment Staff Report

To: City of Dickinson Board of Commissioners
From: City of Dickinson Community Development Services
Date: December 4, 2024
Re: REZ-007-2024 Zoning Map Amendment

OWNER/APPLICANT

Leonard and Sandra Meduna
1975 7th Avenue SW
Dickinson, ND, 58601
(701) 227-0119

APPLICANT’S REPRESENTATIVE

Andrew Schrank
Highlands Engineering
319 24th Street East
schrack@highlandseng.com
(701) 483 2444

Public Hearing	December 11, 2024	Planning and Zoning Commission
Public Hearing	December 17, 2024	City Commission
Final Consideration	January 7, 2025	City Commission

The applicant is requesting the approval of a zoning map amendment from Rural Residential (RR) to Low-Density Residential (R-1) for the south 207.04 feet of Lot 9 in Block 1 of the Southfork Acres Second Subdivision, located in the City of Dickinson’s Extra-Territorial Zone (ETZ). The purpose of this rezoning is to match the zoning district of the portion of the block adjacent to Lots 1 & 2 of Block 2 of the Decker Third Subdivision in order to combine the lots through a minor subdivision plat.

A companion minor subdivision plat application for the Meduna 1st Subdivision is also scheduled for a public hearing at the December 11, 2024 Planning and Zoning Commission meeting (FLP-020-2024).

Staff recommendation: Approval contingent on approval of the associated Meduna 1st Subdivision (FLP-020-2024).

LOCATION

CURRENT ZONING	RR
FUTURE LAND USE MAP DESIGNATION	RESIDENTIAL
GROSS SITE ACREAGE	+/- 1.30 acres
LOTS PROPOSED	N/A

ADJACENT ZONING & LAND USE		
Direction	Zoning	Land Use
North	RR	Undeveloped
East	AG	Agriculture
South	AG	Agriculture
West	R-1	Single-family residential

COMPATIBILITY, COMPLIANCE, AND RECOMMENDATIONS

Compatibility with the Comprehensive Plan

According to the City's Comprehensive Plan Future Land Use Map (FLUM), the subject property and area immediately surrounding Lot 9 of Block 1 of the Southfork Acres Second Addition Subdivision is designated RESIDENTIAL. This zoning map amendment request is consistent with this FLUM designation.

Compliance with The Zoning Ordinance

The proposed Meduna 1st Subdivision, if approved, would have created a platted lot with split zoning. The eastern portion of Lot 1 in Block 1 of the proposed Meduna 1st Subdivision would have been zoned RR while the western portion would have been zoned R-1. Section 39.04.003 of the Municipal Code states that each lot or site in the City's planning jurisdiction must be in one base district. Approval of this zoning map amendment request ensures that lot will contain only one zoning district.

According to Section 39.04.005, the minimum lot size for an R-1 zoned property is 7,500 square feet. The combined area of the property proposed for rezoning is 1.3 acres. This exceeds the R-1 minimum square footage requirement.

Public Input: As of the date of this report, City staff has not received any public comments.

Staff Recommendation: The City Development Team staff recommends approval of REZ-007-2024 subject to approval of the Meduna 1st Subdivision (FLP-020-2024).

MOTIONS:

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **REZ-007-2024: the Leonard and Sandra Meduna Rezoning Request** as being consistent with the City of Dickinson Comprehensive Plan, as being compliant with the City of Dickinson Zoning Ordinance, and as being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):

1. _____;
2. _____.

*****Denial*****

*"I move the Dickinson Planning and Zoning Commission recommend Denial of **REZ-007-2024: the Leonard and Sandra Meduna Rezoning Request** as NOT being consistent with the City of Dickinson Comprehensive Plan, as not being compliant with the City of Dickinson Zoning Ordinance, and as being contrary to the interest of the public health, safety and welfare."*

ORDINANCE NO. 1813

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.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: That the City of Dickinson Zoning Map as provided in the City Code Section 39.04.006, designating the area and boundaries of the “RR” and “R-1” zoning districts within the municipality jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone a parcel from Rural Residential (RR) to Low Density Residential (R-1) described as follows:

A PARCEL OF LAND BEING THE REPLAT OF LOT NINE (9), BLOCK ONE (1), OF SOUTHFORK ACRES 2ND SUBDIVISION AND LOTS ONE (1) AND TWO (2), BLOCK TWO (2), OF DECKER 3RD SUBDIVISION LOCATED IN THE SOUTHEAST QUARTER (SE 1 4) OF SECTION SIXTEEN (16), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W), OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT NINE (9) BEING A FOUND REBAR AND CAP LS-5466; THENCE S 89°53'37" W ALONG THE SOUTH LINE OF SAID LOT NINE (9), A DISTANCE OF 280.35 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE SOUTHWEST CORNER OF SAID LOT NINE (9) ALSO BEING ON THE EAST LINE OF SAID LOT ONE (1); THENCE S 00°02'16" E ALONG SAID EAST LINE, A DISTANCE OF 17.00 FEET TO A FOUND REBAR AT THE SOUTHEAST CORNER OF SAID LOT ONE (1); THENCE S 89°53'37" W ALONG THE SOUTH LINE OF SAID LOT ONE (1), A DISTANCE OF 190.42 FEET TO A SET REBAR AND CAP LS-5466 AT THE SOUTHWEST CORNER OF SAID LOT ONE (1); THENCE N 00°01'19" W ALONG THE WEST LINE OF SAID LOTS ONE (1) AND TWO (2), A DISTANCE OF 223.18 FEET TO A FOUND REBAR AT THE NORTHWEST CORNER OF SAID LOT TWO (2); THENCE N 89°38'12" E ALONG THE NORTH LINE OF SAID LOT TWO (2), A DISTANCE OF 190.36 FEET TO A SET REBAR AND CAP LS-5466 AT THE NORTHEAST CORNER OF SAID LOT TWO (2) ALSO BEING ON THE WEST LINE OF SAID LOT NINE (9); THENCE N 00°02'16" W ALONG SAID WEST LINE, A DISTANCE OF 705.46 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE

NORTHWEST CORNER OF SAID LOT NINE (9); THENCE S 64°50'33" E ALONG THE NORTH LINE OF SAID LOT NINE (9), A DISTANCE OF 311.66 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE NORTHEAST CORNER OF SAID LOT NINE (9); THENCE THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 390.00 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE AND EAST LINE OF SAID LOT NINE (9) THROUGH A CENTRAL ANGLE OF 28°33'52" AN ARC LENGTH OF 194.43 FEET TO A FOUND REBAR AND CAP LS-5466; THENCE S 03°24'26" E ALONG SAID EAST LINE, A DISTANCE OF 591.56 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 6.08 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect form and after final passage.

Scott Decker, President
Board of City Commissioners

ATTEST

Dustin Dassinger, City Administrator

First Reading: December 17, 2024
Second Reading: January 7, 2025
Final Passage: January 7, 2025



MEDUNA FINAL MINOR PLAT STAFF REPORT

To: City of Dickinson Planning and Zoning Commission
From: City of Dickinson Community Development
Date: December 4, 2024
Re: **FLP-020-2024 Meduna 1st Subdivision Final Minor Plat**

OWNER/APPLICANT

Leonard and Sandra Meduna
 1975 7th Avenue SW
 Dickinson, ND, 58601
 (701) 227-0119

APPLICANT'S REPRESENTATIVE

Andrew Schrank
 Highlands Engineering
 319 24th Street East
 schrank@highlandseng.com
 (701) 483 2444

Public Hearing	December 11, 2024	Planning and Zoning Commission
Final Action	January 7, 2025	City Commission

EXECUTIVE SUMMARY

The applicant is requesting approval of a Minor Subdivision Plat for the Meduna 1st Subdivision, being a replat of Lots 1 and 2 in Block 2 of the Decker Third Addition as well as Lot 9 in Block 1 of the Southfork Acres Second Subdivision located within the SE1/4 of Section 16, Township 139 North, Range 96 West, in the City of Dickinson's Extra-Territorial Zone. According to the applicant, the purpose of the proposed subdivision is to combine the south 207 feet of Lot 9 with Lots 1 & 2 in order to construct a detached garage behind the existing residence. Lots 1 & 2 are currently zoned Low-Density Residential (R-1) while Lot 9 is currently zoned Rural Residential (RR), and the proposed subdivision is +/- 6.08 acres.

A companion zoning map amendment application that would rezone Lot 9, Block 1 of the Southfork Acres Second Subdivision is also scheduled for a public hearing at the December 11, 2024 Planning and Zoning Commission meeting (REZ-007-2024).

Staff Recommendation: Approval contingent on the approval of REZ-007-2024.

LOCATION

The property is a replat of Lots 1 and 2 in Block 2 of the Decker Third Addition as well as Lot 9 in Block 1 of the Southfork Acres Second Subdivision located within the SE1/4 of Section 16, Township 139 North, Range 96 West, of the 5th Principal Meridian, in the City of Dickinson's Extra-Territorial Zone, Stark County, North Dakota This subdivision contains an existing residence at 1975 7th Avenue Southwest as well as a currently-undeveloped lot.

CURRENT ZONING	R-1 & RR
FUTURE LAND USE MAP DESIGNATION	RESIDENTIAL
GROSS SITE ACREAGE	+/- 6.08
LOTS PROPOSED	3

ADJACENT ZONING & LAND USE		
Direction	Zoning	Land Use
North	R-1 & RR	Single-family residence; Undeveloped
East	AG	Undeveloped
South	AG	Undeveloped
West	R-1	Single-family residence

STAFF ANALYSIS

CURRENT ORDINANCE REVIEW

According to Section 34.030 of the Municipal Code, a minor subdivision shall meet the following criteria:

- Does not require the dedication of public rights-of-way or the construction of new public streets or public infrastructure; and
- Does not land-lock or otherwise impair convenient ingress and egress to or from the rear side of the subject tract or any adjacent property; and
- Does not violate any local, state, or federally-adopted law, ordinance, regulation, plan or policy; and
- Consists of four lots or less.

The proposed subdivision would not meet the third requirement of the criteria, as Section 39.04.003 of the City's Zoning Ordinance states that a lot or site within the City's planning

jurisdiction must be in one base district. The proposed Lot 1 of the Meduna 1st Subdivision, if approved, would be zoned partially R-1 and partially RR. However, REZ-007-2024, which is scheduled for public hearing at this Planning and Zoning Commission meeting, would rezone the portion of Lot 9 being combined with Lots 1 & 2 to R-1. This would make the proposed Lot 1 compliant with the City's Zoning Ordinance.

According to Section 39.04 of the Municipal Code, the minimum R-1 lot size is 7,500 square feet and the minimum RR lot size is one (1) acre. The three proposed lots all exceed the minimum lot size requirement of their respective zoning district.

PUBLIC COMMENT AND STAFF RECOMMENDATION

Public Input: Staff has not received any public input as of the date of this report.

Staff Recommendation: The Community Development staff recommends **approval** of this minor plat contingent on the approval of the corresponding Meduna Rezone (REZ-007-2024).

MOTIONS:

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLP-020-2024: the Meduna 1st Subdivision Final Minor Plat** as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):

1. _____;
2. _____.

*****Denial*****

*"I move the Dickinson Planning and Zoning Commission recommend denial of **FLP-020-2024: the Meduna 1st Subdivision Final Minor Plat** as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare."*

MEDUNA MINOR SUBDIVISION (FLP-020-2024)

Section 7. Item B.



RESOLUTION NO: _____ - 2024

**A RESOLUTION APPROVING FINAL PLAT ENTITLED
MEDUNA 1ST SUBDIVISION
STARK COUNTY, NORTH DAKOTA**

WHEREAS, application has been made to the Board of City Commissioners for the approval of a final plat of **MEDUNA 1ST SUBDIVISION**

PROPERTY BOUNDARY DESCRIPTION:

A PARCEL OF LAND BEING THE REPLAT OF LOT NINE (9), BLOCK ONE (1), OF SOUTHFORK ACRES 2ND SUBDIVISION AND LOTS ONE (1) AND TWO (2), BLOCK TWO (2), OF DECKER 3RD SUBDIVISION LOCATED IN THE SOUTHEAST QUARTER (SE 1 4) OF SECTION SIXTEEN (16), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W), OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT NINE (9) BEING A FOUND REBAR AND CAP LS-5466; THENCE S 89°53'37" W ALONG THE SOUTH LINE OF SAID LOT NINE (9), A DISTANCE OF 280.35 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE SOUTHWEST CORNER OF SAID LOT NINE (9) ALSO BEING ON THE EAST LINE OF SAID LOT ONE (1); THENCE S 00°02'16" E ALONG SAID EAST LINE, A DISTANCE OF 17.00 FEET TO A FOUND REBAR AT THE SOUTHEAST CORNER OF SAID LOT ONE (1); THENCE S 89°53'37" W ALONG THE SOUTH LINE OF SAID LOT ONE (1), A DISTANCE OF 190.42 FEET TO A SET REBAR AND CAP LS-5466 AT THE SOUTHWEST CORNER OF SAID LOT ONE (1); THENCE N 00°01'19" W ALONG THE WEST LINE OF SAID LOTS ONE (1) AND TWO (2), A DISTANCE OF 223.18 FEET TO A FOUND REBAR AT THE NORTHWEST CORNER OF SAID LOT TWO (2); THENCE N 89°38'12" E ALONG THE NORTH LINE OF SAID LOT TWO (2), A DISTANCE OF 190.36 FEET TO A SET REBAR AND CAP LS-5466 AT THE NORTHEAST CORNER OF SAID LOT TWO (2) ALSO BEING ON THE WEST LINE OF SAID LOT NINE (9); THENCE N 00°02'16" W ALONG SAID WEST LINE, A DISTANCE OF 705.46 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE NORTHWEST CORNER OF SAID LOT NINE (9); THENCE S 64°50'33" E ALONG THE NORTH LINE OF SAID LOT NINE (9), A DISTANCE OF 311.66 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE NORTHEAST CORNER OF SAID LOT NINE (9); THENCE THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 390.00 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE AND EAST LINE OF SAID LOT NINE (9) THROUGH A CENTRAL ANGLE OF 28°33'52" AN ARC LENGTH OF 194.43 FEET TO A FOUND REBAR AND CAP LS-5466; THENCE S 03°24'26" E ALONG SAID EAST LINE, A DISTANCE OF 591.56 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 6.08 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

WHEREAS, the Planning Commission held a public hearing on said plat in compliance with State Statute, at which time the final plat was given final approval and recommended to the Board of City Commissioners.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the property known as

the **DVIRNAK FIRST ADDITION** Stark County, North Dakota, be and the same is hereby approved upon condition that the proposed streets, water and sewage and other utility facilities be in accordance with the City of Dickinson and Stark County regulation codes and as indicated on the final plat, and procedures acceptable to the Board of City Commissioners.

Dated this _____ day of _____ 2024.

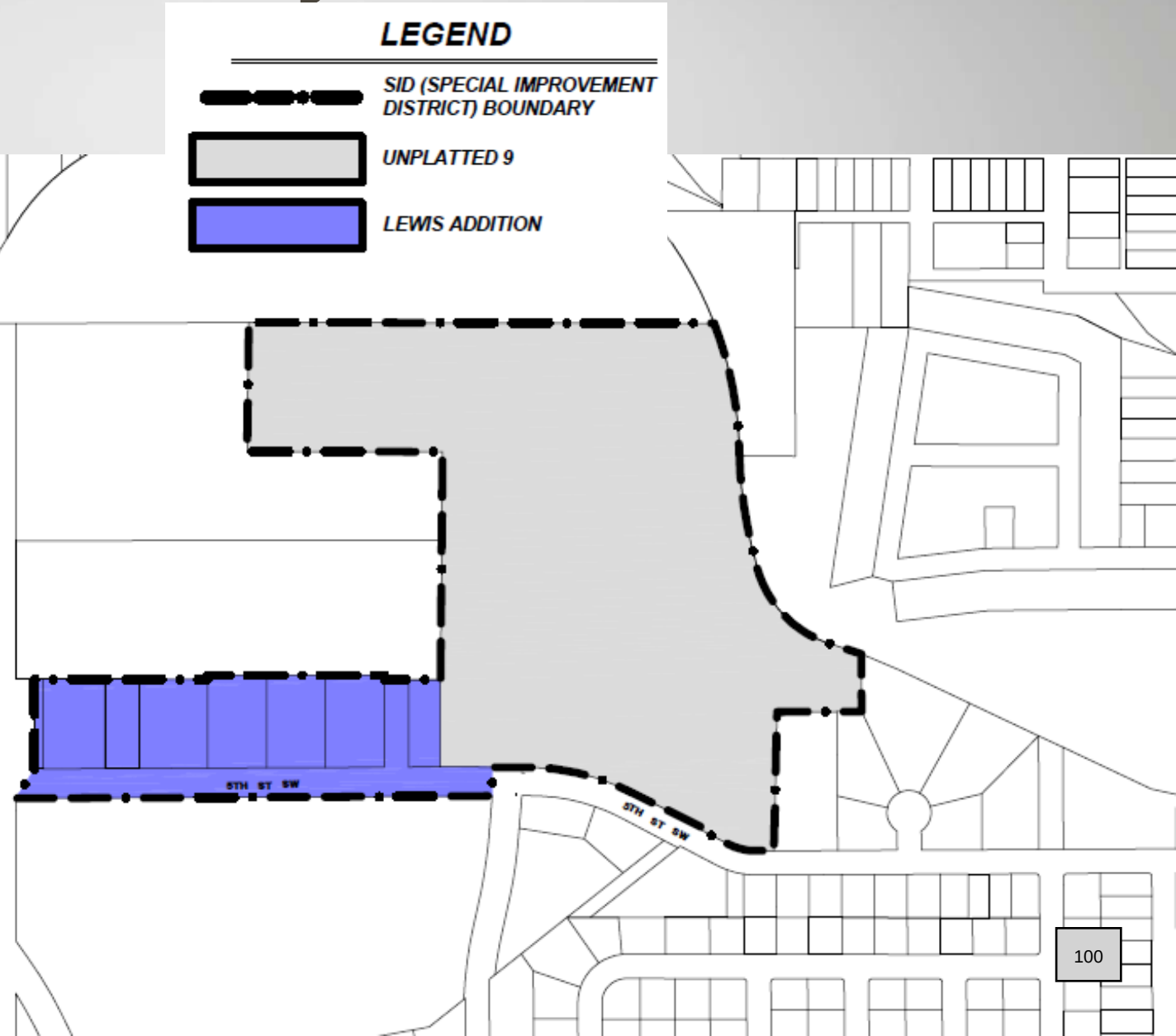
Scott Decker, President
Board of City Commission

ATTEST:

Dustin Dassinger, City Administrator

2025 Road Maintenance Project (SID 202501-2)

Section 7. Item C.



2025 Road Maintenance Project (SID 202501-2)

Section 7. Item C.



2025 Road Maintenance Project (SID 202501-2)

- Special Improvement District Benefits:
 - The streets, curb and gutter, and sidewalks need repairs. Several of the sidewalks are not ADA compliant. These improvements will ensure safe pedestrian walkability and access throughout the neighborhood. The street improvements will extend the life expectancy of the roadways and will reduce maintenance costs for the City.

RESOLUTION NO. _____ – 2025

A RESOLUTION FOR THE 2025 ROAD MAINTENANCE PROJECT SPECIAL IMPROVEMENT DISTRICT NO. 202501-2 DIRECTING THE FILING OF AN ENGINEER’S REPORT REGARDING THE SAME, AND DECLARING THAT IT IS NECESSARY TO MAKE THE IMPROVEMENTS DESCRIBED THEREIN.

WHEREAS, on November 5, 2024, the Board of City Commissioners of the City of Dickinson adopted Resolution No. _____- 2024, determining the written protests for the 2025 Road Maintenance Project Special Improvement District No. 202501-2.

WHEREAS, on November, 19, 2024, the Board of City Commissioners of the City of Dickinson adopted Resolution No. _____-2024 for the 2025 Road Maintenance Project Special Improvement District No. 202501-1 and _____-2024 for the 2025 Watermain and Lead Service Line Replacement Project Special Improvement District No. 202503-1. Resolution No. _____-2024 and _____-2024 were passed to not include curb and gutter removal and replacement as bid items to be special assessed. Also, Resolutions No. _____-2024 and _____-2024 set the interest rate to be 3.7% which was the average daily 10-year Treasury Note interest rate for the month of September 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Dickinson, North Dakota, as follows:

1. The City of Dickinson hereby amends the previously approved Resolution No. ____- 2024 for the 2025 Road Maintenance Project Special Improvement District No. 202501-2 to remove the curb and gutter removal and replacement from the special assessment improvement district, and set the interest rate to be 3.7%. Such special assessment improvement district shall include the following:

EAST 117-FEET OF LOT 1 AND WEST 50-FEET OF LOT 2, BLOCK 1, LEWIS ADDITION
 EAST 92-FEET OF LOT 2, BLOCK 1, LEWIS ADDITION
 LOT 3, BLOCK 1, LEWIS ADDITION
 LOT 4, BLOCK 1, LEWIS ADDITION PLUS 12-FEET BY 160-FEET OF A TRACT IN NW1/4
 OF SECTION 9, TOWNSHIP 139 NORTH, RANGE 96 WEST
 LOT 5, BLOCK 1, LEWIS ADDITION PLUS 12-FEET BY 160-FEET OF A TRACT IN NW1/4
 OF SECTION 9, TOWNSHIP 139 NORTH, RANGE 96 WEST
 LOT 6, BLOCK 1, LEWIS ADDITION PLUS 12-FEET BY 160-FEET OF A TRACT IN NW1/4
 OF SECTION 9, TOWNSHIP 139 NORTH, RANGE 96 WEST
 LOT 1, BLOCK 1, LEWIS ADDITION
 20.98 ACRE, 5.82ACRE, 4 ACRE TRACTS IN NW1/4 OF SECTION 9, TOWNSHIP 139 NORTH,
 RANGE 96 WEST

2. Pursuant to N.D.C.C. § 40-22-19, the Board of City Commissioners hereby directs the advertisement of bids for the 2025 Road Maintenance Project.

3. Pursuant to NDCC 40-22-10, the Board of City Commissioners hereby directs its municipal engineering consultant to prepare a report as to the general nature, purpose, and feasibility of the proposed improvement and an estimate of the probable cost of the improvement, including: (1) a separate statement of the estimated cost of the work for which proposals must be advertised under NDCC Section 40-22-19; and (2) a separate statement of all other items of estimated cost not included under subsection (1) which are anticipated to be included in the cost of the improvement under NDCC Sections 40-23-05 and 40-23.1-04. Such engineer’s report has been received by the City and is hereby approved.

4. Pursuant to N.D.C.C. § 40-22-19, the Board of City Commissioners also hereby finds that total of the present and likely future benefits of the project exceed the total cost of the project. The portion of the benefits of the project received by the City and the general public at large is 92% and the portion that specifically benefits the property in the district is 8%.

5. Pursuant to N.D.C.C. § 40-22-19, the Board of City Commissioners also hereby finds the proposed assessments for each lot and parcel are necessary to pay that parcel’s just proportion of the

total cost of such work, finding that such proposed assessments do not exceed the benefits to each lot, and recommending said assessments to the City Commission for approval.

6. The Board of City Commissioners hereby declares that it is necessary to make the improvements described in the engineer’s report. The engineer’s report and a map of the City showing the proposed improvement district is attached hereto and incorporated herein by reference.

Dated this ____ day of January, 2025.

Scott Decker, President
Board of City Commissioners

ATTEST:

Dustin Dassinger
Dickinson City Administrator

Engineering Memorandum

December 31, 2024

RE: January 7, 2025 City Commission Meeting

2025 ROAD MAINTENANCE PROJECT – SID RESOLUTION 202501-2

For your consideration is a Resolution to modify the previously approved Resolution No. 39-2024 for the 2025 Road Maintenance Special Improvement District 202501-2. This district was approved at the November 5, 2024 Commission Meeting. At the November 19, 2024 City Commission meeting, Resolution No. 47-2024 for the 2025 Road Maintenance Project Special Improvement District 202501-1 and 48-2024 for the 2025 Watermain and Lead Service Line Replacement Project Special Improvement District 202503-1 were approved. The two resolutions approved at the November 19, 2024 City Commission meeting did not include curb and gutter removal and replacement to be included with the special assessments for the special improvement districts. Also, the interest rate was set at 3.7% which was the average daily 10-year Treasury Yield interest rate for the month of September 2024.

The protest period for the project, as required by the North Dakota Century Code, ended on October 25, 2024. A total number and overall percental of the protests are provided below. These protests did not meet the statutory requirement to bar the City from proceeding with the special improvement project.

The project benefits are listed below:

- The streets, curb and gutter, and sidewalks need repairs. Several of the sidewalks are not ADA compliant. These improvements will ensure safe pedestrian walkability and access throughout the neighborhood. The street improvements will extend the life expectancy of the roadways and will reduce maintenance costs for the City.

The total project construction cost is estimated to be \$7.62 million, which will be funded through a combination of special assessments and City funds. The total assessment estimate for the project is **\$31,747.60** as per the engineering report. The assessment amount will be included in property taxes and paid back over 10 years at an interest rate of 3.7%. Those who pay their assessments in full by October 1, 2026, will not be charged interest or penalties.

If this resolution is approved by the City Commission, engineering staff will proceed with finalizing the project plans and specification, and the project will be put out to bid to account for the above reference changes to the scope of work items not to be included in the special improvement district, and to change the interest rate.

Engineering staff recommend approval.





Engineering Memorandum

December 30, 2024

RE: January 7, 2025 City Commission Meeting

HWY 22 TRAFFIC SIGNALS COST PARTICIPATION AND MAINTENANCE AGREEMENT NDDOT PCN 23738

For your consideration is a cost participation and maintenance agreement with the North Dakota Department of Transportation (NDDOT) project 5-022(145)070, PCN 23738 – Dickinson ND 22 Signal Replacement project. The cost participation, as stated in item “a” on page 1 of 7 of the agreement is noted to be \$0 of the total actual costs for the project. The only scope of work requested for the project by the City of Dickinson are traffic cameras at each intersection, and the IR beacons to allow emergency vehicles to pass through the intersection without stopping. These costs are accounted for in the 2025 Capital Improvement Program budget for this project.

Part II of this agreement details the City of Dickinson post construction requirements.

Part III of this agreement details the City of Dickinson maintenance requirements for the project.

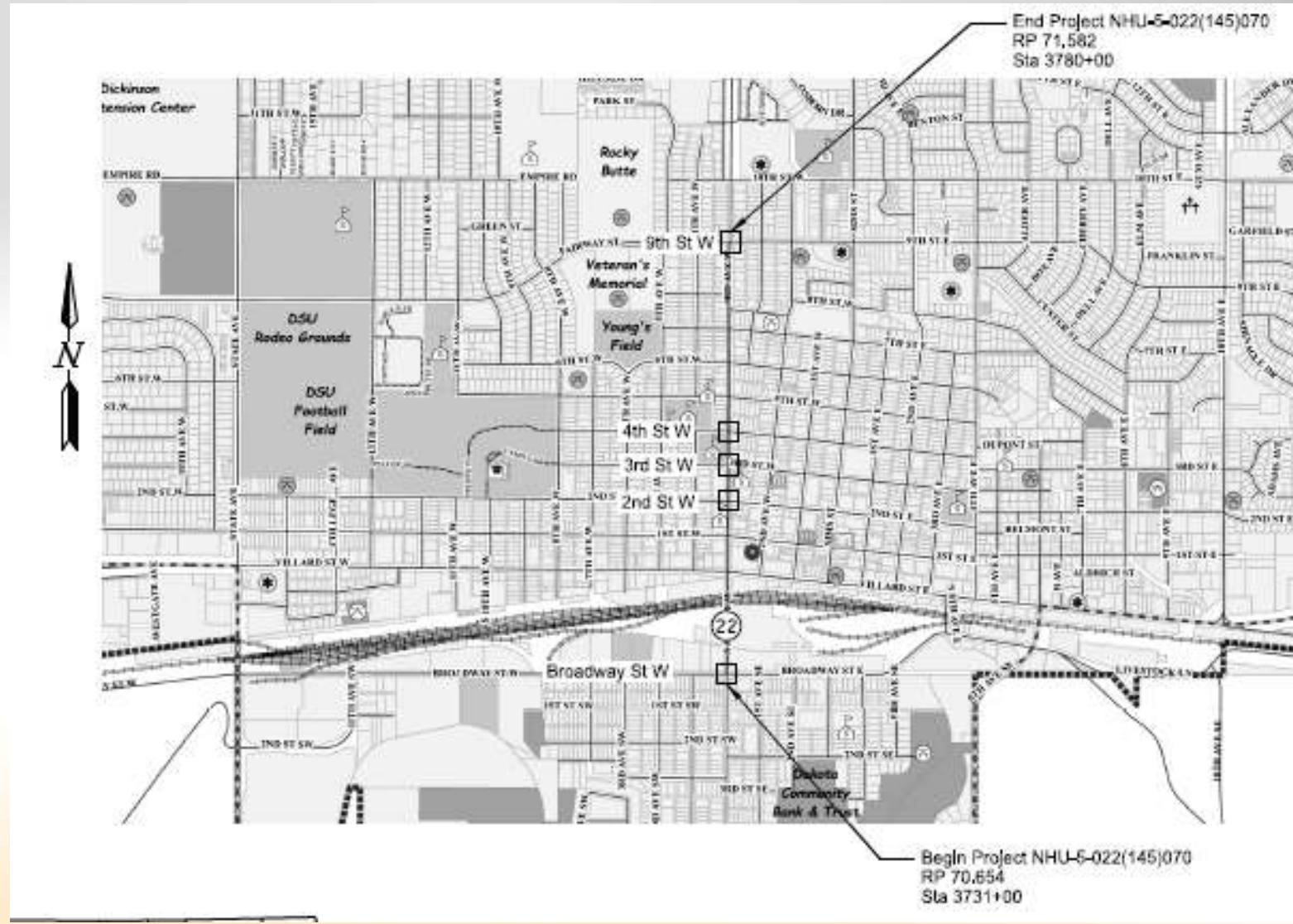
If this cost participation and maintenance agreement is approved by the City Commission, the agreement will be sent via DocuSign to the Mayor, the City Administrator, and the City Attorney for their electronic signatures.

Engineering staff recommend approval.

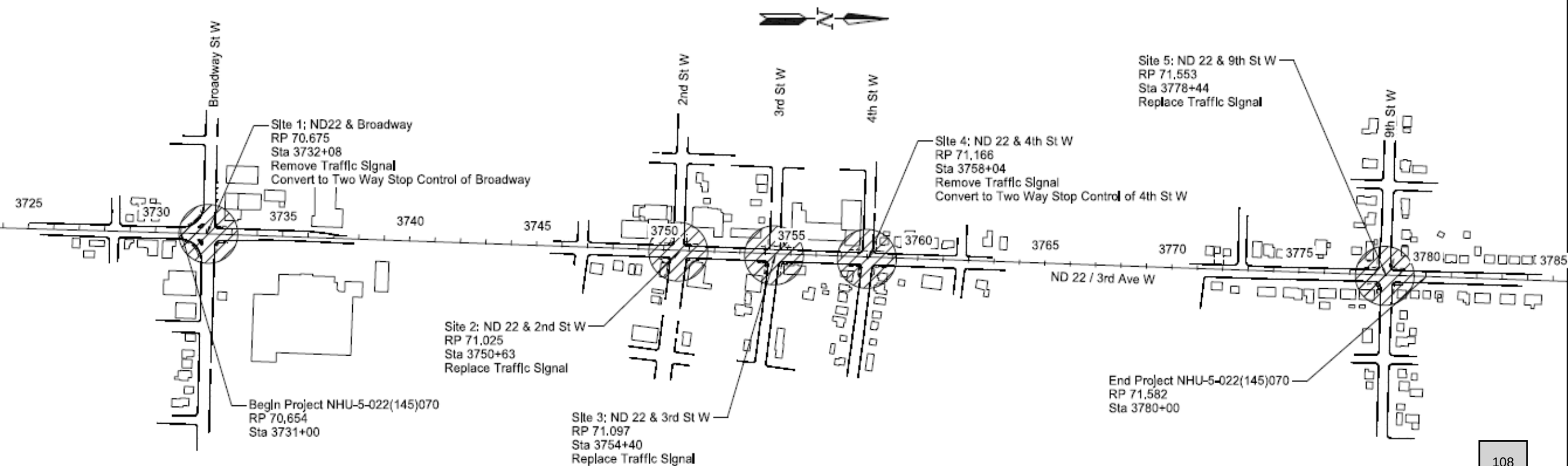


202407 – HWY 22 Traffic Signals Maintenance Agreement

Section 7. Item D.



202407 – HWY 22 Traffic Signals Maintenance Agreement



MEMO TO: Chad Orn
Deputy Director for Planning

FROM: Wayne A. Zacher, P.E.

DATE: 12/17/2024

SUBJECT: 38241615: NHU-CPU-5-022(145)070 (PCN 23738) Cost Participation and Maintenance Agreement

This is the CPM between NDDOT and City of Dickinson for a Traffic Signal Removal/Replacement project on ND 22.

If you have any questions, contact me at (701)328-4828.

38/waz

DocuSign Workflow:
Stacey Hanson;
Derek Pfeifer;
Nicole Lagasse;
Josh Skluzacek - Dickinson City Engineer;
City Attorney;
City Auditor;
City Mayor or President of Commission;
Wayne Zacher;
Clint Morgenstern;
Chad Orn

**North Dakota Department of Transportation
COST PARTICIPATION AND MAINTENANCE AGREEMENT**

Federal Award Information – to be provided by NDDOT

Assistance Listing No: 20.205

Assistance Listing Title: Highway Planning & Construction

Award Name: Federal Aid Highway Program

Awarding Fed. Agency: Federal Highway Admin

NDDOT Program Mgr: Zacher, Wayne A.

Telephone: 701-328-4828

Notice to LPA: Federal awards may have specific compliance requirements. If you are not aware of the specific requirements for this award, please contact your NDDOT Program Manager.

Project No.NHU-CRP-5-022(145)070**PCN:** 23738**Location:** DICKINSON,ND22-BROADWAY TO 9TH STW**Type of Improvement:** Traffic Signal Removal/Replacement**Point of Beginning:** RP 70.654 (Sta 3731+00)**Point of Ending:** RP 71.582 (Sta 3780+00)

In consideration of the mutual benefits to be derived therefrom, it is agreed between the state of North Dakota, acting by and through its Director of Transportation, hereinafter referred to as NDDOT, whose address is 608 East Boulevard Avenue, Bismarck, North Dakota 58505-0700, and the Local Public Agency (LPA) of Dickinson, North Dakota, hereinafter referred to as the LPA, the project will be constructed in accordance with the current edition of NDDOT's *Standard Specifications for Road and Bridge Construction* and with the plans incorporated into this agreement by reference.

The LPA

- a. Will pay 0 percent of the total actual cost of right of way acquired for the project which are determined eligible for funding participation; and
- b. Will pay 0 percent of the total actual cost of utility relocations required for the project which are determined eligible for funding participation; and
- c. Will pay 0 percent of the total actual construction cost of all items which are determined eligible for funding participation; and
- d. Will pay 0 percent of the total actual preliminary engineering cost of all items which are determined eligible for funding participation; and
- e. Will pay 0 percent of the total actual construction engineering cost of all items which are determined eligible for funding participation; and
- f. Will pay 100 percent of the actual construction, preliminary engineering, construction engineering, utility relocation, right of way, and any other costs incurred of all items as requested by the LPA and determined to be non-participating or ineligible for federal aid.



Additional Funding Clause:

NDDOT is providing CRP funds for this project up to a total maximum of \$1,813,342 split 80.93/19.07/0 (federal/state/local), which is \$1,467,537 federal and \$345,804 state. CRP funds are used for Construction and Construction Engineering only.

PART I**LPA Obligation:**

1. The LPA will pay to NDDOT as the work progresses or when completed its share of the total cost of the project as defined above.
2. It is specifically agreed that if at any time the LPA fails to pay the amount billed to NDDOT within 60 days after billings, this document shall constitute an assignment of funds derived from the State Highway Tax Distribution Fund now or hereafter coming into the hands of the State Treasurer to the credit of the LPA, and the State Treasurer is hereby directed to deliver and pay over to NDDOT all funds credited to the LPA until the total thereof equals the sum billed pursuant to this agreement. The preliminary cost estimate of the project is \$2,862,608, with the LPA's estimated share being \$0.
3. All existing LPA right of way within the project limits will be provided by the LPA with clear title and available for use in the project.

PART II**Post Construction**

After the project is completed the LPA agrees to:

1. The LPA will control the length and location of curb openings for future entrances and will not permit the length of curb openings for entrances to exceed the length shown on the plans or as shown on a sketch of typical entrances for similar entrances; and will prohibit the construction or use of any entrances along the project within the LPA other than those shown on the plans, without prior approval of NDDOT.
2. The LPA will not change any speed limit signs as shown on the plans without prior approval of NDDOT.
3. The LPA will prohibit double and diagonal parking and will control all parallel parking where allowed within the limits of the project in a manner satisfactory to NDDOT and to the Federal Highway Administration (FHWA), or both.
4. All signs, signals, markings, and other protective structures erected on or in connection with the project, including those installed at the sole cost and expense of the LPA or by others, shall be approved by NDDOT. All traffic control devices will be in conformance with the latest edition of the Manual on Uniform Traffic Control Devices for Streets and Highways.
5. All right of way for the project will be maintained free of all encroachments except utilities and others in accordance with the current edition of NDDOT's "A Policy for Accommodation of Utilities on State Highway Right-of-Way". All obstructions to, interference with, or hazards to traffic flow will be removed by the LPA at the request of NDDOT. The LPA will be responsible for any consideration, avoidance, and minimization of impacts upon real property related to this project, such as changes in the grades of the streets, inconveniences to property or business, and any loss of light, air, view, access, egress, drainage, support, or nuisance.



LPA agrees to the following in addition to the above:

This project is on the primary regional system and is funded with Federal and State funds. The City will continue maintenance in this area as described in previous agreements.

PART III

Maintenance

The LPA will, at its own expense, maintain or cause to be maintained, all portions of the project unless otherwise noted. The maintenance will be in a manner satisfactory to NDDOT and FHWA. Exact limits of the project are shown on the attached map.

PART IV

General:

1. Appendices A and E of the Title VI Assurances, attached, are hereby incorporated into and made a part of this agreement.
2. The Risk Management Appendix, attached, is hereby incorporated and made a part of this agreement.
3. Entities that receive federal funds through NDDOT may be required to obtain an audit in accordance with 2 C.F.R. Part 200, Subpart F. A copy of such audit shall be submitted to NDDOT. Entities that spend less than \$1,000,000 of federal funds from all sources may be subject to reviews by NDDOT at its discretion. Additionally, all entities receiving federal funds through NDDOT shall certify whether a Single Audit has been completed as part of the annual Federal award process. These requirements are applicable to counties, cities, state agencies, Indian tribes, colleges, hospitals, and non profit businesses.
4. The LPA is advised that its signature on this contract or agreement certifies that any person associated therewith is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency within the past three years; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction on any matter involving fraud or official misconduct within the past three years.
5. NDDOT is not responsible for any Property Taxes or Special Assessments on property which has been acquired as part of the roadway reconstruction project. The LPA is responsible to make arrangements for deferral or payment of such Taxes and/or Special Assessments.



Executed by the LPA of _____, at _____,
North Dakota, the last date below signed.

APPROVED:

LPA of _____

LPA ATTORNEY (TYPE OR PRINT)_____
NAME (TYPE OR PRINT)_____
SIGNATURE_____
SIGNATURE_____
DATE*

TITLE_____
DATE

ATTEST:

AUDITOR (TYPE OR PRINT)_____
SIGNATURE_____
DATE

Executed for the North Dakota Department of Transportation by the Director at Bismarck, North Dakota,
the last date below signed.

APPROVED as to substance by:

NORTH DAKOTA DEPARTMENT OF
TRANSPORTATION

Derek Pfeifer

DIVISION DIRECTOR(TYPE OR PRINT)_____
DIRECTOR (TYPE OR PRINT)_____
SIGNATURE_____
SIGNATURE

12/19/24

DATE_____
DATE

*Mayor or President of Commission

CLA 17058 (Div. 38)
L.D. Approved 10-17, 11-24



Project NHU-CRP-5-022(145)070

CERTIFICATION OF LOCAL MATCH

It is hereby certified that the LPA of _____ will provide non-federal funds, whose source is identified below, as match for the amount the LPA is obligated to pay under the terms of the attached agreement with the North Dakota Department of Transportation. The certified amount does not duplicate any federal claims for reimbursement, nor are the funds used to match other federal funds, unless expressly allowed by federal regulation.

Non-Federal Match Funds provided by LPA. Please designate the source(s) of funds in the LPA budget that will be used to match the federal funds obligated for this project through the North Dakota Department of Transportation.

Source:

Executed at _____, North Dakota, the last date below signed.

ATTEST:

APPROVED:

AUDITOR (TYPE OR PRINT)

LPA of _____

SIGNATURE

NAME (TYPE OR PRINT)

DATE

SIGNATURE

*

TITLE

DATE

*Mayor or President of Commission

CLA 17058 (Div. 38)
L.D. Approved 02-18; Rev. 1-23



**NORTH DAKOTA DEPARTMENT OF TRANSPORTATION
APPENDIX A OF THE TITLE VI ASSURANCES**

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees as follows:

1. Compliance with Regulations: The Contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, the Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. Non-discrimination: The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the Contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. Information and Reports: The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Recipient or the Federal Highway Administration as appropriate, and will set forth what efforts it has made to obtain the information.
5. Sanctions for Noncompliance: In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the Contractor under the contract until the Contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. Incorporation of Provisions: The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.



NORTH DAKOTA DEPARTMENT OF TRANSPORTATION APPENDIX E OF THE TITLE VI ASSURANCES

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).



Risk Management Appendix

Routine* Service Agreements with Sovereign Entities and Political Subdivisions of the State of North Dakota:

Parties: **State** – State of North Dakota, its agencies, officers and employees

Governmental Entity – The Governmental Entity executing the attached document, its agencies, officers and employees

Governments – State and Government Entity, as defined above

Each party agrees to assume its own liability for any and all claims of any nature including all costs, expenses and attorney's fees which may in any manner result from or arise out of this agreement.

Each party shall secure and keep in force during the term of this agreement, from insurance companies, government self-insurance pools or government self-retention funds, authorized to do business in North Dakota, the following insurance coverages:

- 1) **Commercial general liability and automobile liability** insurance – minimum limits of liability required of the Governmental Entity are **\$437,500 per person and \$1,750,000 per occurrence**. The minimum limits of liability required of the State are **\$437,500 per person and \$1,750,000 per occurrence**.
- 2) **Workers compensation** insurance meeting all statutory limits.
- 3) The policies and endorsements may not be canceled or modified without **thirty (30) days prior written notice** to the undersigned State representative.

The State reserves the right to obtain complete, certified copies of all required insurance documents, policies, or endorsements at any time.

Each party that hires subcontractors shall require any non-public subcontractors, prior to commencement of work set out under an agreement between that party and the non-public subcontractor, to:

Defend, indemnify, and hold harmless the Governments, its agencies, officers and employees, from and against claims based on the vicarious liability of the Governments or its agents, but not against claims based on the Government's contributory negligence, comparative and/or contributory negligence or fault, sole negligence, or intentional misconduct. The legal defense provided by the Subcontractor to the Governments under this provision must be free of any conflicts of interest, even if retention of separate legal counsel for the Governments is necessary. Subcontractor also agrees to defend, indemnify, and hold the Governments harmless for all costs, expenses and attorneys' fees incurred if the Governments prevail in an action against Subcontractor in establishing and litigating the indemnification coverage provided herein. This obligation shall continue after the termination of this agreement.

Subcontractor shall secure and keep in force during the term of this agreement, from insurance companies, government self-insurance pools or government self-retention funds authorized to do business in North Dakota: 1) commercial general liability; 2) automobile liability; and 3) workers compensation insurance all covering the Subcontractor for any and all claims of any nature which may in any manner arise out of or result from this agreement. The minimum limits of liability required are \$500,000 per person and \$2,000,000 per occurrence for commercial general liability and automobile liability coverages, and statutory limits for workers compensation. The Governments shall be endorsed on the commercial general liability policy and automobile liability policy as additional insureds. The Governments shall have all the benefits, rights and coverages of an additional insured under these policies that shall not be limited to the minimum limits of insurance required by this agreement or by the contractual indemnity obligations of the Contractor. Said endorsement shall contain a "Waiver of Subrogation" waiving any right of recovery the insurance company may have against the Governments as well as provisions that the policy and/or endorsement may not be canceled or modified without thirty (30) days prior written notice to the undersigned representatives of the Governments, and that any attorney who represents the State under this policy must first qualify as and be appointed by the North Dakota Attorney General as a Special Assistant Attorney General as required under N.D.C.C. Section 54-12-08. Subcontractor's insurance coverage shall be primary (i.e., pay first) as respects any insurance, self-insurance or self-retention maintained by the Governments. Any insurance, self-insurance or self-retention maintained by the Governments shall be excess of the Contractor's insurance and the Subcontractor's insurance and shall not contribute with them. The insolvency or bankruptcy of the insured Subcontractor shall not release the insurer from payment under the policy, even when such insolvency or bankruptcy prevents the insured Subcontractor from meeting the retention limit under the policy. Any deductible amount or other obligations under the Subcontractor's policy(ies) shall be the sole responsibility of the Subcontractor. This insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and be placed with insurers rated "A-" or better by A.M. Best Company, Inc. The Governments will be indemnified, saved, and held harmless to the full extent of any coverage actually secured by the Subcontractor in excess of the minimum requirements set forth above. The Government Entity that hired the Subcontractor shall be held responsible for ensuring compliance with the above requirements by all Subcontractors. The Governments reserve the right to obtain complete, certified copies of all required insurance documents, policies, or endorsements at any time.

*See *North Dakota Risk Management Manual*, section 5.1 for discussion of "unique" and "routine" agreements.

RM Consulted 2007
Revised 6-24



DESIGN DATA				
Traffic	Average Daily			
Current 2023	Pass: 13,540	Trucks: 110	Total: 13,650	
Forecast ____	Pass: ____	Trucks: ____	Total: ____	
Clear Zone Distance: ____		Design Speed: 25		
Minimum Sight Dist. for Stopping: ____		Bridges: ____		
Sight Dist. for No Passing Zone: ____				
Pavement Design Life _ (years)				
Design Accumulated One-way ____ ESALs: ____				

NORTH DAKOTA
DEPARTMENT OF TRANSPORTATION

NHU-CRP-5-022(145)070
Dickinson, Stark County
ND 22 from Broadway to 9th St W
Traffic Signal Removal/Replacement

GOVERNING SPECIFICATIONS

Date Published and Adopted
by the North Dakota
Department of Transportation

Standard Specifications

7/1/2024

Supplemental Specifications

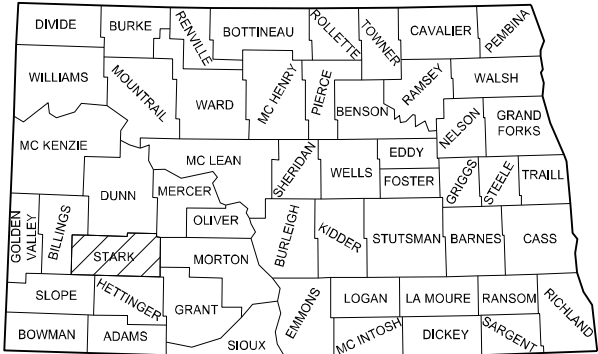
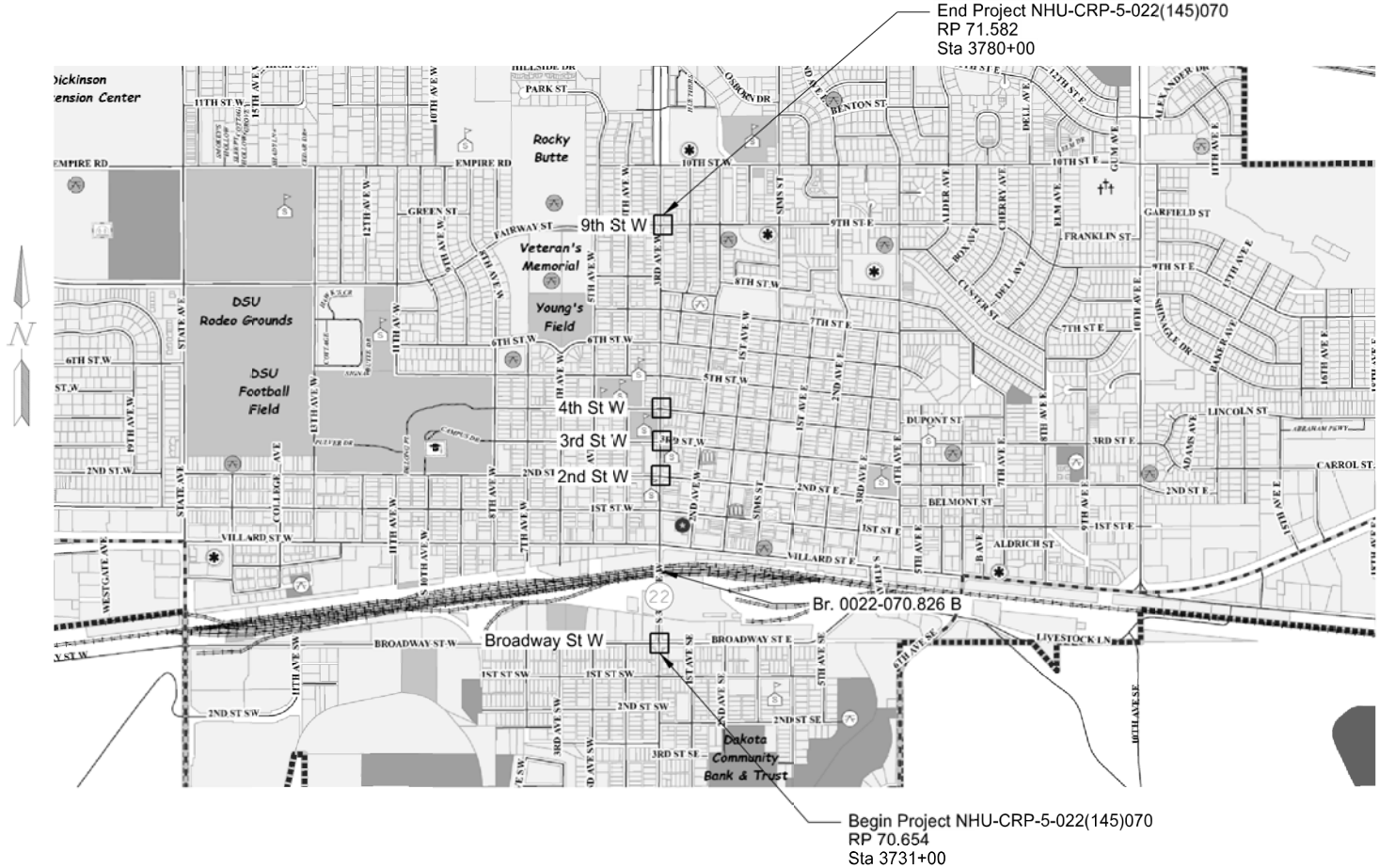
NONE

PROJECT NUMBER \ DESCRIPTION
NHU-5-022(145)070

NET MILES
N/A

GROSS MILES
0.9280

"NET MILES" not calculated due to spot locations



STATE COUNTY MAP

DESIGNER Jake Rick
DESIGNER Ryan Genz
DESIGNER Aaron Hamby
DESIGNER Connor Kontz

ND DEPARTMENT OF TRANSPORTATION
OFFICE OF PROJECT DEVELOPMENT

Jon Ketterling

12/06/24

BOLTON & MENK, INC.



Funding Split for Dickinson Traffic Signal Removal/Replacement, ND 22 from Broadway to 9th St W
Project: NHU-CRP-5-022(145)070, PCN 23738

Description of Cost	Engineering Estimate	Engineering Cost (10%)	Total Estimate		Federal Funds	State Funds	Local Funds	Total
Preliminary Engineering (NHU)	\$ 276,912	\$ -	\$ 276,912		\$ 224,105	\$ 52,807	\$ -	\$ 276,912
Construction Cost (NHU)	\$ 702,141	\$ 70,214	\$ 772,355		\$ 625,067	\$ 147,288	\$ -	\$ 772,355
Construction Cost (CRP)	\$ 1,648,492	\$ 164,849	\$ 1,813,342		\$ 1,467,537	\$ 345,804	\$ -	\$ 1,813,342
Totals	\$ 2,627,545	\$ 235,063	\$ 2,862,608		\$ 2,316,709	\$ 545,899	\$ -	\$ 2,862,608

Local Government Division: December 5, 2024

These costs are an estimate at the time of final plan completion, they may vary between now and final voucher.

Certificate Of Completion

Envelope Id: 77ABCECE-1516-4D66-A0D3-9E3C6FA4F7FA

Status: Sent

Subject: Contract #38241615: Please DocuSign: 17058.docx, Cost Participation & Maintenance Agreement

Contract Number: 38241615

PCN: 23738

Source Envelope:

Document Pages: 11

Signatures: 1

Envelope Originator:

Certificate Pages: 4

Initials: 2

Wayne Zacher

AutoNav: Enabled

608 E Boulevard Ave

Envelopeld Stamping: Enabled

Bismarck, ND 58505

Time Zone: (UTC-06:00) Central Time (US & Canada)

wzacher@nd.gov

IP Address: 165.234.92.121

Record Tracking

Status: Original

Holder: Wayne Zacher

Location: DocuSign

12/17/2024 5:27:25 PM

wzacher@nd.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Carahsoft OBO North Dakota Department of

Location: DocuSign

Transportation CLOUD

Signer Events

Signature

Timestamp

Stacey Hanson

smhanson@nd.gov

Assistant Local Government Engineer

Carahsoft OBO North Dakota Department of

Transportation CLOUD

Security Level: Email, Account Authentication
(None), Authentication

St

Signature Adoption: Pre-selected Style

Using IP Address: 96.2.71.153

Signed using mobile

Sent: 12/17/2024 5:45:01 PM

Viewed: 12/17/2024 7:01:44 PM

Signed: 12/17/2024 7:02:47 PM

Authentication Details

SMS Auth:

Transaction: dab8d765-caf2-449d-80a0-a11dbb55d3fa

Result: passed

Vendor ID: TeleSign

Type: SMSAuth

Performed: 12/17/2024 7:01:30 PM

Phone: +1 701-527-8879

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Derek Pfeifer

ddpfeifer@nd.gov

Local Government Engineer

Security Level: Email, Account Authentication
(None), Authentication

Derek Pfeifer

Signature Adoption: Pre-selected Style

Using IP Address: 165.234.253.12

Sent: 12/17/2024 7:02:50 PM

Viewed: 12/19/2024 3:54:02 PM

Signed: 12/19/2024 3:56:09 PM

Authentication Details

SMS Auth:

Transaction: 1feb956b-18d2-4f6d-b4d6-388e7191c2a7

Result: passed

Vendor ID: TeleSign

Type: SMSAuth

Performed: 12/19/2024 3:53:57 PM

Phone: +1 701-471-5516

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp	Section 7. Item D.
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Nicole Lagasse nmlagasse@nd.gov Assistant CFO Security Level: Email, Account Authentication (None), Authentication	 Signature Adoption: Pre-selected Style Using IP Address: 165.234.253.12	Sent: 12/19/2024 3:56:11 PM Viewed: 12/19/2024 4:36:13 PM Signed: 12/19/2024 4:37:20 PM	
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Authentication Details
SMS Auth:
Transaction: e7efef9d-8c75-40da-9d20-e68b07173327
Result: passed
Vendor ID: TeleSign
Type: SMSAuth
Performed: 12/19/2024 4:36:06 PM
Phone: +1 701-954-8712

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Josh Skluzacek joshua.skluzacek@dickinsongov.com Security Level: Email, Account Authentication (None)	Sent: 12/19/2024 5:55:38 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Christina Wenko
Christina.Wenko@dickinsongov.com
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Dustin Dassinger
Dustin.Dassinger@dickinsongov.com
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Scott Decker
Scott.Decker@dickinsongov.com
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Wayne Zacher
wzacher@nd.gov
Security Level: Email, Account Authentication (None), Authentication

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Clint Morgentstern
cdmorgentstern@nd.gov
Security Level: Email, Account Authentication (None), Authentication

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Chad Orn
corn@nd.gov
Security Level: Email, Account Authentication (None), Authentication

Signer Events	Signature	Timestamp	Section 7. Item D.
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Wayne Zacher
wzacher@nd.gov
Carahsoft OBO North Dakota Department of
Transportation CLOUD
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

VIEWED

Using IP Address:

Sent: 12/17/2024 5:27:41 PM
Completed: 12/17/2024 5:45:01 PM

Agent Delivery Events	Status	Timestamp
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Josh Skluzacek
joshua.skluzacek@dickinsongov.com
Security Level: Email, Account Authentication
(None)

VIEWED

Using IP Address: 165.234.248.128

Sent: 12/19/2024 4:37:22 PM
Viewed: 12/19/2024 5:52:58 PM
Completed: 12/19/2024 5:55:37 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Legal Admin
dotlegaladmin@nd.gov
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Legal Admin
dotlegaladmin@nd.gov
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Rob Rayhorn
rrayhorn@nd.gov
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent
Envelope Updated
Envelope Updated

Hashed/Encrypted
Security Checked
Security Checked

12/17/2024 5:27:41 PM
12/17/2024 5:45:01 PM
12/17/2024 5:45:01 PM

			Section 7. Item D.
Envelope Summary Events	Status	Timestamps	
Envelope Updated	Security Checked	12/17/2024 5:45:01 PM	
Envelope Updated	Security Checked	12/17/2024 5:45:01 PM	
Envelope Updated	Security Checked	12/17/2024 5:45:01 PM	
Envelope Updated	Security Checked	12/19/2024 5:55:37 PM	
Envelope Updated	Security Checked	12/19/2024 5:55:37 PM	
Envelope Updated	Security Checked	12/19/2024 5:55:37 PM	
Envelope Updated	Security Checked	12/19/2024 5:55:37 PM	
Envelope Updated	Security Checked	12/19/2024 5:55:37 PM	
Envelope Updated	Security Checked	12/19/2024 5:55:37 PM	
Envelope Updated	Security Checked	12/19/2024 5:55:37 PM	
Payment Events	Status	Timestamps	

ORDINANCE NO. 2024**AN ORDINANCE AMENDING AND RE-ENACTING SECTION 29.08.04040(1)-(2) OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING THE CITY'S HARRASSMENT POLICIES**

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: Section 29.08.04040 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 29.08.04040 General Provisions**1. Equal Employment Opportunity**

The City of Dickinson is an equal opportunity employer and complies with all applicable federal, state, and local fair employment practices laws. It is the policy of the City of Dickinson strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered individuals because of to recruit, hire, train, promote, discipline and discharge all applicants and employees equally and without regard to race, religion, creed, color, national origin or ancestry, sex (including gender, pregnancy, and sexual orientation), age, disability, political affiliation, genetic information, marital status, or past, current, or prospective military service, veteran status participation in lawful off-duty conduct off the employer's premises which is not in direct conflict with the employer's essential business interest, or any other basis prohibited by state or federal, state, or local law. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, training, promotion, discipline, compensation, benefits, and termination of employment.

Violations of this policy by any municipal employee may be cause for immediate disciplinary action, up to and including termination of employment. Any employee who feels they have~~he/she has~~ been discriminated against should bring this concern to his/her~~their~~ supervisor or higher authority according to the appeals procedure specified in Section 29.08.04.140 of this manual.

2. Sexual and Other Anti-Harassment Policy

The City of Dickinson is committed to providing a work environment that is free from discrimination and harassment. To maintain this commitment, the municipality will not tolerate any form of unlawful harassment, including sexual harassment against employees or any other covered individuals because of race, religion, creed, color, national origin or ancestry, sex (including gender, pregnancy, and sexual orientation), age, disability, political affiliation, genetic information, marital status, past, current, or prospective military service, participation in lawful off-duty conduct off the employer's premises which is not in direct conflict with the employer's essential business interest, or any other basis prohibited by federal, state, or local law.

2.1 Statement of No Tolerance

~~Sexual or any other form of h~~Harassment based on any protected characteristic in the work-place is prohibited by ~~Ffederal, and Sstate, and local~~ law, whether committed by supervisory or non-supervisory employees, and will not be tolerated. Retaliation or intimidation directed toward an individual who complains about harassment in good faith or who participates in an investigation into a harassment allegation ~~complaining party or a witness in an investigation~~ is also prohibited by law. Such misconduct ~~and~~ will not be tolerated by the City ~~under any circumstances~~ and is grounds for disciplinary action, up to and including termination of employment. The City will endeavor to take prompt remedial measures to immediately take appropriate action to address harassment allegations. ~~end the offending action.~~

2.2 Harassment by Non-Employees

The City will address and attempt to eliminate unlawful sexual or any other form ~~of~~ harassment based on a protected characteristic of or by ~~any~~ non-employees, such as customers or, visitors, ~~or others~~, including by referring the referral of appropriate matters to the appropriate law enforcement authority when appropriate.

2.3 Employment Protections to Complaining Party

The City strictly prohibits retaliation against an individual who, in good faith, reports unlawful harassment or participates in an investigation of harassment. This policy extends to all ~~A true complaint of sexual or any other form of harassment will not have any bearing on the~~ terms and conditions of employment, ~~of the complaining party,~~ including, but not limited to, wages, advancement, evaluations, assigned duties, shift assignments, and career development.

2.4 Definition of Behavior Constituting Sexual Harassment

The City prohibits harassment of employees and other covered persons based on an individual's sex (including pregnancy, sexual orientation, and gender), regardless of the harasser's sex or gender.

Sexual harassment means any harassment based on someone's sex or gender. It includes harassment that is not sexual in nature (for example, offensive remarks about an individual's sex or gender), as well as any unwelcome sexual advances or requests for sexual favors or any other conduct of a sexual nature, when any of the following is true: Under this policy, sexual harassment is defined as behavior of a sexual nature which is unwelcome and personally offensive to its recipient. It is a form of employee misconduct which is demeaning to another person and undermines the integrity of the employment relationship.

~~Sexual Harassment is specifically defined as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when:~~

~~2.4.1 By threat or insinuation, either explicitly or implicitly, an employee's refusal to submit to sexual advances or refusal to tolerate or participate in unwanted conduct or communication of a sexual nature will adversely affect the employee's~~Submission to the advance, request, or conduct is either explicitly or implicitly made a term or condition of employment ~~—terms and conditions of employment~~, including, but not limited to, as it relates to wages, advancement, evaluation, assigned duties, shift assignment, and career development.

~~2.4.12.4.2~~ Submission to or rejection of the advance, request, or conduct is used as a basis for employment decisions.

~~2.4.22.4.3~~ Such advances, requests, or ~~Any~~ conduct ~~or communication of a sexual nature that has~~ave the purpose or effect of substantially interfering with work performance ~~by or of~~ creating a hostile, intimidating, or offensive employment environment that may be considered offensive to another employee, including, but not limited to:

- repeated sexual flirtations, advances, or propositions;
- continual or repeated verbal abuse of a sexual nature;
- foul language;
- unwanted physical contact;
- graphic verbal commentaries about an individual's body or manner;
- sexually degrading words used to describe the individual;
- the display of sexually explicit pictures, cartoons, or other materials.

2.5 Definition of Other Harassment

~~The City's Anti-Harassment Policy applies equally to harassment based on other protected characteristics, such as race, religion, creed, national origin, ancestry, age, physical or mental disability, citizenship, genetic information, military service, or any other characteristic protected under federal, state, or local law.~~

~~Such harassment often takes a similar form to sexual harassment and includes harassment that is (a) verbal (e.g., epithets, slurs, derogatory comments, or jokes, (b) physical (e.g., assault or inappropriate contact), and (c) visual (e.g., derogatory drawings or gestures). These examples are illustrative only and not exhaustive. No form of harassment will be tolerated.~~

~~Under this policy, other harassment is defined as behavior of a nature, which is unwelcome and personally offensive to its recipient. It is a form of employee misconduct, which is demeaning to another person and undermines the integrity of~~

~~the employment relationship. Other Harassment includes action(s) by another person which in the opinion of the employee violate his/her personal rights. This includes one person bullying another person or persons through actions which demean the other employee through repeated use of demands, language, threats to control the other person's behavior or attitude.~~

2.6 Method of Filing a Complaint

Any employee who ~~believes-feels he/she has~~ they have been ~~subjected to or witnessed conduct that violates this Anti-Harassment Policy must sexually harassed or that his/her personal rights have been violated through some other form of harassment, should~~ immediately report the matter to one of the following in order of preference: the City Attorney; the Human Resource Coordinator; the City Administrator; or to a Department Head. Any Supervisor, who becomes aware directly or indirectly, of a potential harassment issue ~~will~~ **must** immediately contact the City Attorney, the Human Resource Coordinator, or the City Administrator, who will initiate an investigation. A Supervisor's failure to timely report The obligation to report the potential harassment issue may result in discipline, up to and including termination of employment. The reporting obligation is absolute and not discretionary.

If the City Administrator is the offending party, the exempt employee should immediately notify the president of the City Commission, who will assign a qualified investigator(s) to perform an investigation.

2.7 Complaint Investigation Process

Upon becoming aware of ~~a situation of possible sexual or any other form potentially unlawful~~ harassment, the City Attorney and the City Administrator, or a designee, will assign a qualified investigator(s) to perform an investigation. The person or persons tasked with investigating the complaint will make a thorough and impartial investigation of the complaint, which will include the following:

- Interview of Complaining Party
- Interview of Offending Party
- Interview of Other Parties as necessary

All employees must cooperate with any such investigation. If the person or persons tasked with investigating the complaint finds through investigation that the complaint has grounds, the City Administrator will decide the appropriate disciplinary action for the offending party, keeping in mind the serious nature of this type of offense and will detail the findings of the investigation and outcome in a written notice, which will include the investigator's report. The City will maintain confidentiality in the investigative process to the extent possible without jeopardizing the effectiveness of the investigation and in compliance with open records laws.

2.8 Process If the City Administrator is the Offending Party

If the City Administrator is the offending party, the appropriate qualified investigator will turn his/her findings over to the President of the City Commission. It will be the City Commission's responsibility to take appropriate actions.

If at any time criminal charges may become applicable, the appropriate law enforcement authority will take the lead in the investigation.

2.9 Rights of Offending Party

The person about whom any sexual or any other harassment complaint has been filed will receive notice and an opportunity to appeal as described in Section 29.08.04.120 of this manual.

2.10 Violence Prevention

The City endeavors to provide a safe workplace for all employees. To ensure a safe workplace and to reduce the risk of violence, all employees should review and understand all provisions of this workplace violence policy.

2.10.1 Prohibited Conduct

We do not tolerate any type of workplace violence committed by or against employees. Employees are prohibited from making threats or engaging in violent activities. This list of behaviors provides examples of conduct that is prohibited:

- Causing physical injury to another person.
- Making threatening remarks.
- Displaying aggressive or hostile behavior that creates a reasonable fear of injury to another person or subjects another individual to emotional distress.
- Intentionally damaging employer property or property of another employee.
- Possessing an unauthorized weapon while on City property or while on City business.
- Committing acts motivated by, or related to, sexual harassment or domestic violence.

2.10.2 Reporting Violent Situations

Any potentially dangerous situations must be immediately reported to a supervisor or the human resource (HR) department. Reports can be made anonymously, and all reported incidents will be investigated. Reports or incidents warranting confidentiality will be handled appropriately, and information will be disclosed to others only on a need-to-know basis. All parties involved in a situation will be counseled, and the results of investigations will be discussed with them. The City will actively intervene at any indication of a possibly hostile or violent situation.

2.10.3 Risk Reduction Measures

Hiring

The City takes reasonable measures to conduct background investigations to review candidates’ backgrounds and to reduce the risk of hiring individuals with a history of violent behavior.

Inspection The City may conduct periodic inspections of the premises to evaluate and determine any vulnerabilities to workplace violence or hazards and will endeavor to take corrective action to reduce known risks.

Individual Situations

Although we do not expect all employees to be skilled at identifying potentially dangerous persons, employees are expected to exercise good judgment and to inform the HR department if any employee exhibits behavior that could be a sign of a potentially dangerous situation. Such behavior includes:

- Discussing weapons in a threatening way, or bringing them to the workplace (exceptions for public safety or other authorized personnel in the course of their official duties).
- Displaying overt signs of extreme stress, resentment, hostility or anger.
- Making threatening remarks.
- Showing sudden or significant deterioration of performance.
- Displaying irrational or inappropriate behavior.

Threatening conduct, or any other acts of aggression or violence in the workplace will not be tolerated. Any employee determined to have committed such acts will be subject to disciplinary action, up to and including termination. Non-employees engaged in violent acts on the employer’s premises will be reported to the proper authorities and fully prosecuted.

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

Scott Decker, President
Board of City Commissioners

ATTEST

Dustin Dassinger, City Administrator

First Reading:

Second Reading:
Final Passage:

ORDINANCE NO. 1812

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 29.08.04040(1)-(2) OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING THE CITY’S HARRASSMENT POLICIES

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: Section 29.08.04040 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 29.08.04040 General Provisions

1. Equal Employment Opportunity

The City of Dickinson is an equal opportunity employer and complies with all applicable federal, state, and local fair employment practices laws. The City of Dickinson strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered individuals because of race, religion, creed, color, national origin or ancestry, sex (including gender, pregnancy, and sexual orientation), age, disability, political affiliation, genetic information, marital status, past, current, or prospective military service, participation in lawful off-duty conduct off the employer’s premises which is not in direct conflict with the employer’s essential business interest, or any other basis prohibited by federal, state, or local law. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, training, promotion, discipline, compensation, benefits, and termination of employment.

Violations of this policy by any municipal employee may be cause for immediate disciplinary action, up to and including termination of employment. Any employee who feels they have been discriminated against should bring this concern to their supervisor or higher authority according to the appeals procedure specified in Section 29.08.04.140 of this manual.

2. Anti-Harassment Policy

The City of Dickinson is committed to providing a work environment that is free from discrimination and harassment. To maintain this commitment, the municipality will not tolerate any form of unlawful harassment against employees or any other covered individuals because of race, religion, creed, color, national origin or ancestry, sex (including gender, pregnancy, and sexual orientation), age, disability, political affiliation, genetic information, marital status, past, current, or prospective military service, participation in lawful off-duty conduct off the employer’s premises which is not in direct conflict with the employer’s essential business interest, or any other basis prohibited by federal, state, or local law.

2.1 Statement of No Tolerance

Harassment based on any protected characteristic in the workplace is prohibited by federal, state, and local law, whether committed by supervisory or non-supervisory employees, and will not be tolerated. Retaliation or intimidation directed toward an individual who complains about harassment in good faith or who participates in an investigation into a harassment allegation is also prohibited by law. Such misconduct will not be tolerated by the City under any circumstances and is grounds for disciplinary action, up to and including termination of employment. The City will endeavor to take prompt remedial measures to immediately take appropriate action to address harassment allegations.

2.2 Harassment by Non-Employees

The City will address and attempt to eliminate unlawful harassment based on a protected characteristic of or by non-employees, such as customers or visitors, including by referring matters to law enforcement authority when appropriate.

2.3 Employment Protections to Complaining Party

The City strictly prohibits retaliation against an individual who, in good faith, reports unlawful harassment or participates in an investigation of harassment. This policy extends to all terms and conditions of employment, including, but not limited to, wages, advancement, evaluations, assigned duties, shift assignments, and career development.

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2.4.1 Submission to the advance, request, or conduct is either explicitly or implicitly made a term or condition of employment , including, but not limited to, as it relates to wages, advancement, evaluation, assigned duties, shift assignment, and career development.

2.4.2 Submission to or rejection of the advance, request, or conduct is used as a basis for employment decisions.

2.4.3 Such advances, requests, or conduct have the purpose or effect of substantially interfering with work performance by creating a hostile, intimidating, or offensive employment environment that may be considered offensive to another employee, including, but not limited to:

- repeated sexual flirtations, advances, or propositions;
- continual or repeated verbal abuse of a sexual nature;
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- Possessing an unauthorized weapon while on City property or while on City business.
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- Displaying overt signs of extreme stress, resentment, hostility or anger.
- Making threatening remarks.
- Showing sudden or significant deterioration of performance.
- Displaying irrational or inappropriate behavior.

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Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

Scott Decker, President
Board of City Commissioners

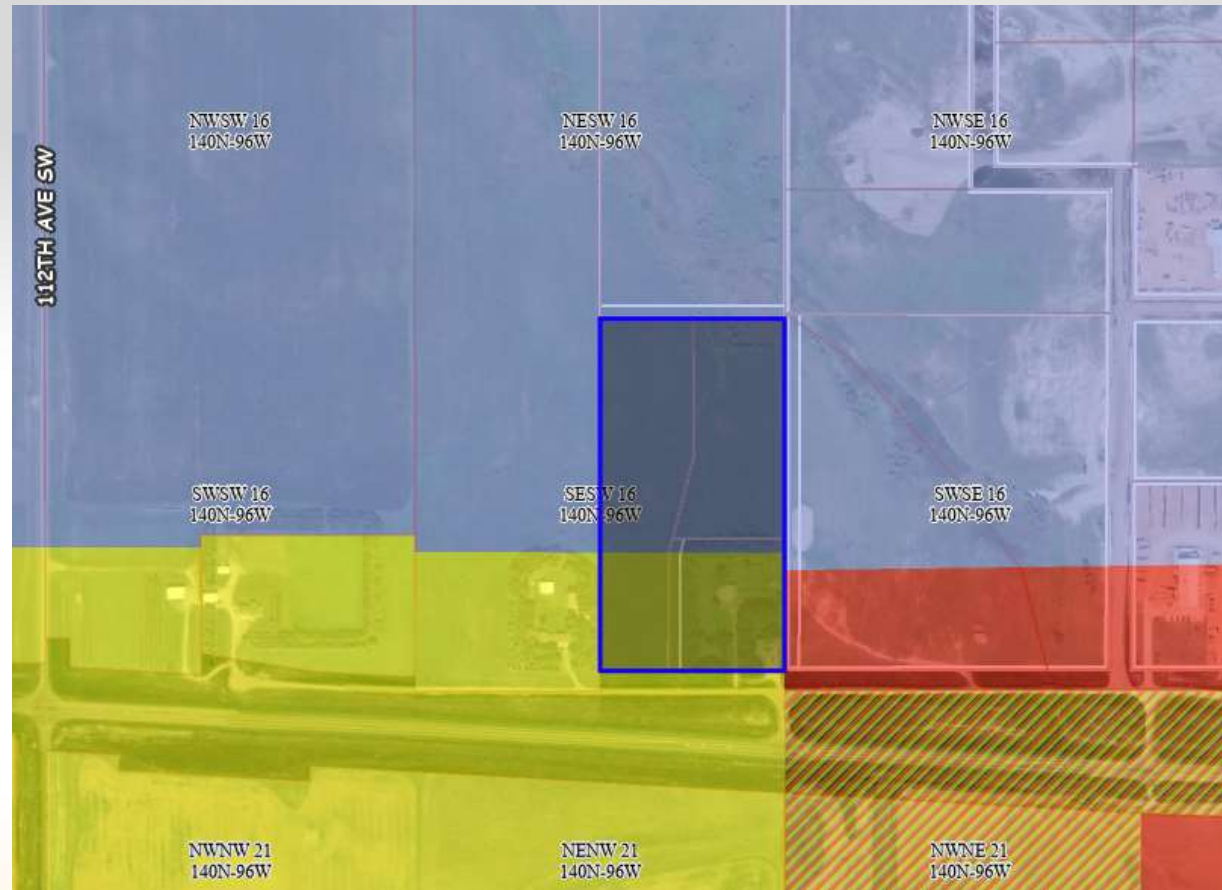
ATTEST

Dustin Dassinger, City Administrator

First Reading: December 17, 2024
Second Reading: January 7, 2025
Final Passage: January 7, 2025

NORTH ENERGY CENTER RESIDENTIAL FLUM AMENDMENT (FLM-002-2020)

Section 8. Item C.



To: Josh Skluzacek, City Engineer and Community Development Director
From: Natalie Birchak, City Planner
RE: North Energy Center Residential Plat, Rezone, and FLUM Amendment

December 30th, 2024

Recently, City Planning staff was contacted regarding zoning on a property within the City's Extra-Territorial Zone (ETZ), located in the East ½ or the East ½ of the Southwest ¼ of Section 16, Township 140 N, Range 96 W. A North Energy Center Residential Subdivision plat had been recorded with the Stark County Recorder's Office in 2020. Planning staff determined the North Energy Center Residential minor plat was never brought before City Commission for final approval. Staff also determined public hearings on this item, as well as the following related items, were held before the City's Planning & Zoning Commission on September 15th, 2020:

- A Future Land Use Map (FLUM) amendment from INDUSTRIAL to RESIDENTIAL for the same property; and
- A zoning map amendment from Limited Industrial (LI) to Rural Residential (RR) for the same property.

Both the Planning & Zoning Commission and staff recommended approval of all three requests. None of these items were scheduled for action before the City Commission.

City staff contacted the current property owner and, based upon the owner's response, staff is bringing all three requests before City Commission for final approval. The first readings for the FLUM Amendment and Zoning Map Amendment are scheduled for the January 7th, 2025 Commission meeting. City staff anticipates the second hearing for the FLUM Amendment and the Zoning Map Amendment will be held at the January 21st, 2025 Commission meeting. Approval of the proposed North Energy Center Residential Subdivision will be scheduled for the January 21st, 2025 meeting.



City Hall – 99 2nd Street East, Dickinson, ND 58601
Phone: 701.456.7812 Facsimile: 701.456.7723

TO: Planning and City Commissions
FROM: Walter J. Hadley Planning Director
DATE: September 8, 2020

PROJECT: **Future Land use Amendment** from Industrial to Residential for all of Block 1, of the proposed North Energy Center Residential Subdivision located in the E ½, E ½, SW ¼, of Section 16, Township 140 North, Range 96 West, Stark County North Dakota.
Zone Change Request from Industrial to Rural Residential for all of Block 1, of the proposed North Energy Center Residential Subdivision located in the E ½, E ½, SW ¼, of Section 16, Township 140 North, Range 96 West, Stark County North Dakota.
Preliminary Final Plat for the proposed North Energy Center Residential Subdivision located in the E ½, E ½, SW ¼, of Section 16, Township 140 North, Range 96 West, Stark County North Dakota.

OWNER/Applicant:
KLJ/Applicant
Dickinson Energy Park, LLC/owner
555 HWY 1804 NE
Bismarck, ND 58503-6228

PUBLIC HEARING: September 16, 2020 Planning and Zoning Commission
Final Approval: October 20, 2020 City Commission

PROJECT SUMMARY

The developer, wants to propose an adjusted Flume designation for a portion of the existing homesite and proposed other two lots to residential (19.74 acres) while leaving the area to the north 20 acres in an Industrial designation.

The property is 39.74 acres in size and will allow the current owner to sell the existing homesite and create a few other rural homesites while keeping the northern portion of the property in the industrial zoning classification. The applicant owns the property to the north and east and should provide a buffer easement of 50' of non-industrial use, to provide a buffer to the proposed and existing residential uses.

The owner proposed the current designation changes to industrial back in 2013 but the Comprehensive plan has not predicted todays demand for industrial property in the north county area. Staff will need to relook and once again ask for funding for a restudy for our Future Land Use Map designations throughout the city/etz to update with our current needs and demands.

City staff is recommending approval of the Flume/Zone Change/and Preliminary/Final Plat for Dickinson Center Residential Subdivision as presented except staff feels strongly that the applicant address the following items brought up by agency review of this proposal:

1. Weeds be sprayed and removed from all the property within this proposal and any land owned by the owner adjacent to the site per the Stark County Weed Department.
2. A 50' buffer/setback be established on the west side of Lot 1 & 2 Block 1, and the north side of Lot 2 & 3 Block 1, between the existing industrial designated lots and the proposed residential lots. These conditions would be added to the Final Plat motion only.

Staff supports the applicants Flume and Zone change requests as presented with adherence to the proposed conditions of approval will be a great addition to the ETZ.

ANALYSIS/FINDINGS

The previously approved land use changes have not developed in the last 7 years and it appears our philosophy is to encourage most of the industrial and commercial development closer to or within the city of Dickinson at this time.

Request - The request is for a Future Land Use Amendment to Residential, a zone change to RR, and a preliminary/final plat, all three of these requests are separate applications that will need individual motions for each from the Planning Commission as a formal recommendation to the City Commission for final action.

Location – The subject property is generally located north of 33rd Street SW (truck route), to the North portion of the City of Dickinson ETZ.

Recommendation – Staff recommends approval of the Flume Amendment, Zone Change, and Preliminary/Final Plat as submitted subject to the recommended conditions.

Project Description –The current Flume designation is Industrial and the proposed single-family development wouldn't be an allowable use.

Existing surrounding uses include Residential to the west, Agricultural to the south, and Industrial to the east.

Compliance with Zoning and Subdivision Regulations – The property is proposed to be zoned RR, and is Industrial currently. In addition to all applicable regulations in the City's Municipal Code, development shall be in substantial conformance to the conditions approved for the final plat prior to any building permits/certificates of occupancy being issued for any of the 4 proposed lots. A Multi-Party Construction and Funding Agreement and a Development Agreement shall be required prior to the application being placed on City Commission agenda for final approval.

Compliance with Dickinson Comprehensive Plan – The property is designated as Industrial as changed by the owner in 2013 on the Future Land Use Map of the City of Dickinson Comprehensive Plan . It appears that changing it back would seem to better fit the future land use trends in that portion of the ETZ. Further study is desired by staff for our entire Future Land Use Designations in the near future.

Access/Internal EMS Circulation –The proposed ingress/egress for the residential properties seems adequate and is approved by Stark County. The access for the Industrial Block 2 will be cleaned up and provided from the east industrial properties owned by the applicant.

Utilities-The site is currently served by existing utilities and no changes are planned at this time.

Storm Water –The applicant shall not be required to provide a stormwater plan at this time, but will be required to incorporate it into the overall plan as development occurs onsite and designs approved as part of the final plat/development process.

Parks – The developer will not need to pay park fees.

Development Agreement (DA) or Multi-Party Construction and Funding Agreement (MPA) – N/A at this time.

All contacted agencies involved in this development did not have any comments to address immediately except the Stark County Weed Board will require the entire area to be sprayed for weeds as they are present on the site and adjoining properties owned by the applicant.

Recommended Preliminary Plat Conditions:

1. The applicant shall provide current proposed HOA documents that address what they are responsible for and who will construct the proposed private drive and the easement road to the industrial property in Block 2.
2. The applicant shall provide a mailbox cluster site approved by the post office for the proposed development.
3. The applicant shall submit the final plat to the county recorder for their review and concurrence prior to the city commission review.
4. The applicant shall provide temporary 911 addresses for each site that is being constructed prior to all of the public infrastructure being completed for the development.
5. Applicant shall obtain an approach permit from Stark County for the proposed private drive.
6. The applicant shall require a minimum of a 50' wide buffer (easement/deed restriction) on the east and north property lines of all residential lots so when the industrial properties develop it will mitigate impact on residential properties.

PUBLIC INPUT

As of the date of this report, City staff has not received any public comment on this request.

STAFF RECOMMENDATIONS

Staff Recommends approval of the Future Land Use Change from Industrial to Residential for the proposed development.

Staff Recommends approval of the proposed Zone Change from Industrial to Rural Residential Single for Block 1 of the proposed development.

Staff recommends approval of the Dickinson Energy Park Residential Subdivision Preliminary/Final Plat request. Staff also is recommending that items 1 through 6 above be conditioned in the proposed Plat only.

Attachments:

- Attachment “A” Application Materials

MOTIONS:

Motion #1

Future Land Use Amendment Request

I move the City of Dickinson Planning and Zoning Commission recommend **Approval** of the proposed Future Land Use Amendment from Industrial to Residential, as depicted in Attachment A, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the Future Land Use Amendment application: Industrial to Residential as depicted in Attachment A, as **NOT** meeting all the requirements of the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

Rezone application from Industrial to Rural Residential

I move the City of Dickinson Planning and Zoning Commission recommend **Approval** of the Rezoning application: For all of Block 1, Proposed North Energy Park Residential Subdivision, E ½ E ½ SW ¼ of Section 16, Township 140 North, Range 96 West, Stark County North Dakota as depicted in Attachment A, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE)**:

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the Rezoning application: Block 1, Proposed North Energy Park Residential Subdivision as depicted in Attachment A, as NOT meeting all the requirements of the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

Final Plat-North Energy Park Residential Subdivision
*****Approval with Conditions *****

Motion #3

I move the City of Dickinson Planning and Zoning Commission recommend **Approval** of the Preliminary/Final Plat for North Energy Park Residential Subdivision, as depicted in Attachment A, **with conditions**, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE)**:

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the Preliminary/Final Plat for the North Energy Park Residential Subdivision as depicted in Attachment A, as NOT meeting all the requirements of the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

ATTACHMENT A

ORDINANCE NO. _____**AN ORDINANCE AMENDING THE FUTURE LAND USE MAP**

WHEREAS, the City of Dickinson has adopted its Comprehensive Plan and Transportation Plan; and

WHEREAS, the Comprehensive Plan and Transportation Plan contains a Future Land Use Map, along with procedures to amend the Future Land Use Map; and

WHEREAS, the City has received an application to amend the Future Land Use Map; and

WHEREAS, in amending the Future Land Use Map, the Board of City Commissioners has taken into consideration the following:

- Impact to the Future Land Use Map;
- Consistency with the Comprehensive Plan policies and all other City plans;
- Availability of city infrastructure to serve the property in which the Future Land Use Map amendment is requested;
- Location of the property in relation to planned thoroughfares and the availability and cost to the City to provide infrastructure;
- Compatibility of the requested future land use designation in relation to abutting or adjacent future land use designations;
- Extent to which the requested future land use designation establishes or reinforces an urban sprawl pattern of development as opposed to an orderly, compact form of development;
- Whether the first two phases of the Capital Improvement Program include programmed improvements in the area where the Future Land Use Map amendment is proposed; and
- Short-term and long-term fiscal impacts to the City of approving the Future Land Use Map amendment;

NOW, THEREFORE, BE IT ORDAINED by the Board of City Commissioners of the City of Dickinson, North Dakota, as follows:

Section 1: An amendment to the Future Land Use Map of the City of Dickinson is hereby approved as follows

1. To reclassify the following legally-described property from a future land use designation of Industrial to Residential:

A portion of land located in the Southwest Quarter (SW1/4) of Section 16, Township 140 North, Range 96 West of the 5th Principal Meridian, Stark County, North Dakota, Recorded as Document Number 3115728, now platted as North Energy Residential Subdivision, as shown on this Plat described as follows:

The East Half of the East Half of the Southwest Quarter (E1/2E1/2SW1/4) of said Section 16. Said Tract contains 39.77 acres, more or less.

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

Scott Decker, President
Board of City Commissioners

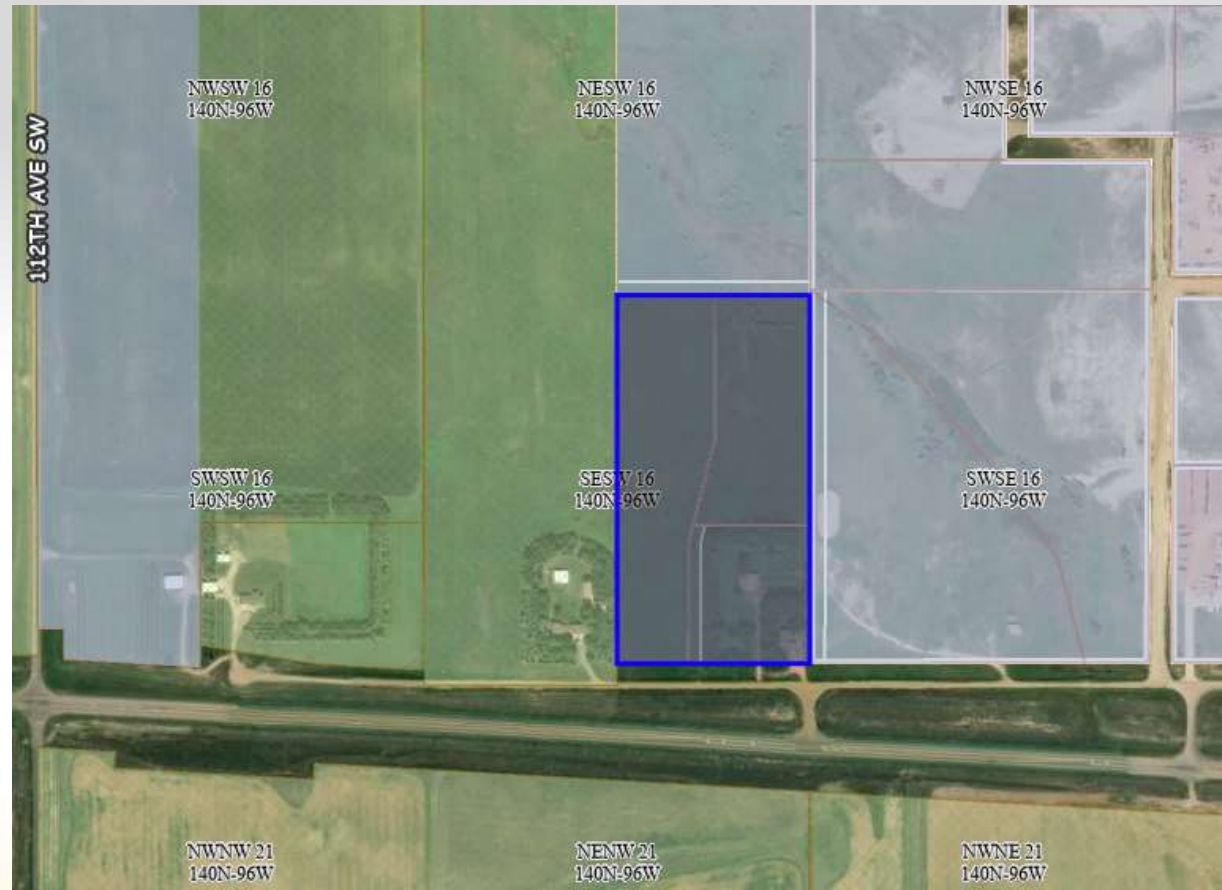
ATTEST

Dustin Dassinger
Dickinson City Administrator

First Reading:
Second Reading:
Final Passage:

NORTH ENERGY CENTER RESIDENTIAL REZON PETITION (RZN-003-2020)

Section 8. Item D.





City Hall – 99 2nd Street East, Dickinson, ND 58601
 Phone: 701.456.7812 Facsimile: 701.456.7723

TO: Planning and City Commissions
FROM: Walter J. Hadley Planning Director
DATE: September 8, 2020

PROJECT: **Future Land use Amendment** from Industrial to Residential for all of Block 1, of the proposed North Energy Center Residential Subdivision located in the E ½, E ½, SW ¼, of Section 16, Township 140 North, Range 96 West, Stark County North Dakota.
Zone Change Request from Industrial to Rural Residential for all of Block 1, of the proposed North Energy Center Residential Subdivision located in the E ½, E ½, SW ¼, of Section 16, Township 140 North, Range 96 West, Stark County North Dakota.
Preliminary Final Plat for the proposed North Energy Center Residential Subdivision located in the E ½, E ½, SW ¼, of Section 16, Township 140 North, Range 96 West, Stark County North Dakota.

OWNER/Applicant:
KLJ/Applicant
 Dickinson Energy Park, LLC/owner
 555 HWY 1804 NE
 Bismarck, ND 58503-6228

PUBLIC HEARING: September 16, 2020
Final Approval: October 20, 2020

Planning and Zoning Commission
 City Commission

PROJECT SUMMARY

The developer, wants to propose an adjusted Flume designation for a portion of the existing homesite and proposed other two lots to residential (19.74 acres) while leaving the area to the north 20 acres in an Industrial designation.

The property is 39.74 acres in size and will allow the current owner to sell the existing homesite and create a few other rural homesites while keeping the northern portion of the property in the industrial zoning classification. The applicant owns the property to the north and east and should provide a buffer easement of 50' of non-industrial use, to provide a buffer to the proposed and existing residential uses.

The owner proposed the current designation changes to industrial back in 2013 but the Comprehensive plan has not predicted today's demand for industrial property in the north county area. Staff will need to relook and once again ask for funding for a restudy for our Future Land Use Map designations throughout the city/etz to update with our current needs and demands.

City staff is recommending approval of the Flume/Zone Change/and Preliminary/Final Plat for Dickinson Center Residential Subdivision as presented except staff feels strongly that the applicant address the following items brought up by agency review of this proposal:

1. Weeds be sprayed and removed from all the property within this proposal and any land owned by the owner adjacent to the site per the Stark County Weed Department.
2. A 50' buffer/setback be established on the west side of Lot 1 & 2 Block 1, and the north side of Lot 2 & 3 Block 1, between the existing industrial designated lots and the proposed residential lots. These conditions would be added to the Final Plat motion only.

Staff supports the applicants Flume and Zone change requests as presented with adherence to the proposed conditions of approval will be a great addition to the ETZ.

ANALYSIS/FINDINGS

The previously approved land use changes have not developed in the last 7 years and it appears our philosophy is to encourage most of the industrial and commercial development closer to or within the city of Dickinson at this time.

Request - The request is for a Future Land Use Amendment to Residential, a zone change to RR, and a preliminary/final plat, all three of these requests are separate applications that will need individual motions for each from the Planning Commission as a formal recommendation to the City Commission for final action.

Location – The subject property is generally located north of 33rd Street SW (truck route), to the North portion of the City of Dickinson ETZ.

Recommendation – Staff recommends approval of the Flume Amendment, Zone Change, and Preliminary/Final Plat as submitted subject to the recommended conditions.

Project Description –The current Flume designation is Industrial and the proposed single-family development wouldn't be an allowable use.

Existing surrounding uses include Residential to the west, Agricultural to the south, and Industrial to the east.

Compliance with Zoning and Subdivision Regulations – The property is proposed to be zoned RR, and is Industrial currently. In addition to all applicable regulations in the City's Municipal Code, development shall be in substantial conformance to the conditions approved for the final plat prior to any building permits/certificates of occupancy being issued for any of the 4 proposed lots. A Multi-Party Construction and Funding Agreement and a Development Agreement shall be required prior to the application being placed on City Commission agenda for final approval.

Compliance with Dickinson Comprehensive Plan – The property is designated as Industrial as changed by the owner in 2013 on the Future Land Use Map of the City of Dickinson Comprehensive Plan . It appears that changing it back would seem to better fit the future land use trends in that portion of the ETZ. Further study is desired by staff for our entire Future Land Use Designations in the near future.

Access/Internal EMS Circulation –The proposed ingress/egress for the residential properties seems adequate and is approved by Stark County. The access for the Industrial Block 2 will be cleaned up and provided from the east industrial properties owned by the applicant.

Utilities-The site is currently served by existing utilities and no changes are planned at this time.

Storm Water –The applicant shall not be required to provide a stormwater plan at this time, but will be required to incorporate it into the overall plan as development occurs onsite and designs approved as part of the final plat/development process.

Parks – The developer will not need to pay park fees.

Development Agreement (DA) or Multi-Party Construction and Funding Agreement (MPA) – N/A at this time.

All contacted agencies involved in this development did not have any comments to address immediately except the Stark County Weed Board will require the entire area to be sprayed for weeds as they are present on the site and adjoining properties owned by the applicant.

Recommended Preliminary Plat Conditions:

1. The applicant shall provide current proposed HOA documents that address what they are responsible for and who will construct the proposed private drive and the easement road to the industrial property in Block 2.
2. The applicant shall provide a mailbox cluster site approved by the post office for the proposed development.
3. The applicant shall submit the final plat to the county recorder for their review and concurrence prior to the city commission review.
4. The applicant shall provide temporary 911 addresses for each site that is being constructed prior to all of the public infrastructure being completed for the development.
5. Applicant shall obtain an approach permit from Stark County for the proposed private drive.
6. The applicant shall require a minimum of a 50' wide buffer (easement/deed restriction) on the east and north property lines of all residential lots so when the industrial properties develop it will mitigate impact on residential properties.

PUBLIC INPUT

As of the date of this report, City staff has not received any public comment on this request.

STAFF RECOMMENDATIONS

Staff Recommends approval of the Future Land Use Change from Industrial to Residential for the proposed development.

Staff Recommends approval of the proposed Zone Change from Industrial to Rural Residential Single for Block 1 of the proposed development.

Staff recommends approval of the Dickinson Energy Park Residential Subdivision Preliminary/Final Plat request. Staff also is recommending that items 1 through 6 above be conditioned in the proposed Plat only.

Attachments:

- Attachment “A” Application Materials

MOTIONS:

Motion #1

Future Land Use Amendment Request

I move the City of Dickinson Planning and Zoning Commission recommend **Approval** of the proposed Future Land Use Amendment from Industrial to Residential, as depicted in Attachment A, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):**

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the Future Land Use Amendment application: Industrial to Residential as depicted in Attachment A, as **NOT** meeting all the requirements of the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

Rezone application from Industrial to Rural Residential

I move the City of Dickinson Planning and Zoning Commission recommend **Approval** of the Rezoning application: For all of Block 1, Proposed North Energy Park Residential Subdivision, E ½ E ½ SW ¼ of Section 16, Township 140 North, Range 96 West, Stark County North Dakota as depicted in Attachment A, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE)**:

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the Rezoning application: Block 1, Proposed North Energy Park Residential Subdivision as depicted in Attachment A, as NOT meeting all the requirements of the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

Final Plat-North Energy Park Residential Subdivision
*****Approval with Conditions *****

Motion #3

I move the City of Dickinson Planning and Zoning Commission recommend **Approval** of the Preliminary/Final Plat for North Energy Park Residential Subdivision, as depicted in Attachment A, **with conditions**, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

(AND) the following additional requirements **(IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE)**:

1. _____;
2. _____.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the Preliminary/Final Plat for the North Energy Park Residential Subdivision as depicted in Attachment A, as NOT meeting all the requirements of the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

ATTACHMENT A

To: Josh Skluzacek, City Engineer and Community Development Director
From: Natalie Birchak, City Planner
RE: North Energy Center Residential Plat, Rezone, and FLUM Amendment

December 30th, 2024

Recently, City Planning staff was contacted regarding zoning on a property within the City's Extra-Territorial Zone (ETZ), located in the East ½ of the East ½ of the Southwest ¼ of Section 16, Township 140 N, Range 96 W. The North Energy Center Residential Subdivision plat had been recorded with the Stark County Recorder's Office in 2020. Planning staff determined the North Energy Center Residential minor plat was never brought before City Commission for final approval. Staff also determined public hearings on this item, as well as the following related items, were held before the City's Planning & Zoning Commission on September 15th, 2020:

- A Future Land Use Map (FLUM) amendment from INDUSTRIAL to RESIDENTIAL for the same property; and
- A zoning map amendment from Limited Industrial (LI) to Rural Residential (RR) for the same property.

Both the Planning & Zoning Commission and staff recommended approval of all three requests. None of these items were scheduled for action before the City Commission.

City staff contacted the current property owner and, based upon the owner's response, staff is bringing all three requests before City Commission for final approval. The first readings for the FLUM Amendment and Zoning Map Amendment are scheduled for the January 7th, 2025 Commission meeting. City staff anticipates the second hearing for the FLUM Amendment and the Zoning Map Amendment will be held at the January 21st, 2025 Commission meeting. Approval of the proposed North Energy Center Residential Subdivision will be scheduled for the January 21st, 2025 meeting.

ORDINANCE NO. _____

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

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: That the City of Dickinson Zoning Map as provided in the City Code Section 39.04.006, designating the area and boundaries of the “I” and “RR” zoning districts within the extraterritorial zone jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone a parcel from Industrial (I) to Rural Residential (RR) described as follows:

A portion of land located in the Southwest Quarter (SW1/4) of Section 16, Township 140 North, Range 96 West of the 5th Principal Meridian, Stark County, North Dakota, Recorded as Document Number 3115728, now platted as North Energy Residential Subdivision, as shown on this Plat described as follows:

The East Half of the East Half of the Southwest Quarter (E1/2E1/2SW1/4) of said Section 16.

Said Tract contains 39.77 acres, more or less.

Section 2: **Repeal of Ordinances in Conflict.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: **Severability.** In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: **Effective Date:** This Ordinance shall be in full force and effect from and after final passage.

Scott Decker, President
Board of City Commissioners

ATTEST

Dustin Dassinger, City Administrator

First Reading: _____, 2025

Second Reading: _____, 2025

Final Passage: _____, 2025