



# REGULAR MEETING OF THE CITY COMMISSION AGENDA

Tuesday, September 05, 2023 at 4:30 PM  
City Hall – 38 1st Street West Dickinson, ND 58601

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## City Commissioners:

**President:** Scott Decker

**Vice President:** John Odermann

Jason Fridrich

Suzi Sobolik

Robert Baer

## **CALL TO ORDER**

## **ROLL CALL**

Resolution No: 27-2023

Ordinance No: 1784

## **OPENING CEREMONIES: PLEDGE OF ALLEGIANCE**

### **1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL**

#### **A. Memo**

### **2. CONSENT AGENDA**

#### **A. Approval of Meeting Minutes dated August 15, 2023 and August 21, 2023 (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. Chapter 2 Code Amendments**

Presented by: City Attorney Wenko

*Consideration to approve first reading of Ordinance No. \_\_\_\_ (Enc.)*

#### **B. Chapter 13 Code Amendments**

Presented by: City Attorney Wenko

*Consideration to approve first reading of Ordinance No. \_\_\_\_ (Enc.)*

**C. Combined Copier Agreement from ABM**

Presented by: IT Director Meyer

*Consideration to approve (Enc.)*

**D. Dickinson Theodore Roosevelt Regional Airport Budget Presentation**

Presented by: Airport Manager Braun

*Consideration to approve (Enc.)*

**E. Widmer Roel Engagement Letter**

Presented by: Deputy City Administrator Carlson

*Consideration to approve engagement letter (Enc.)*

**F. Legacy Square Update**

Marketing and Events Director Walters

**4. PUBLIC WORKS**

**A. Meridian Reuse Water Agreement Amendment**

Presented by: PW Director Zuroff

*Consideration to approve (Enc.)*

**5. PUBLIC SAFETY - FIRE**

**A. Monthly Fire Department Report**

Presented by: Deputy Fire Chief Selle

**6. PUBLIC SAFETY - POLICE**

**7. COMMUNITY DEVELOPMENT**

**A. South Dickinson Area Study Task Order**

Presented by: Engineering and Community Development Director

Skluzacek

*Consideration to approve (Enc.)*

**B. Task Order for the 2024 Water Main and Lead Service Line Replacement project**

Presented by: Engineering and Community Development Director Skluzacek

*Consideration to approve (Enc.)*

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

**A. Dickinson Public Schools Presentation and Bond Referendum Discussion**

Presented by: Dr. Lewton

**B. National Indian Council on Aging**

Presented by: Cindy Haderlie

**C. City Auditor Discussion**

Presented by: Bobbi Jo Helgeson

**D. Public Comments not on Agenda**

Presented by: President Decker

**9. COMMISSION**

**10. ADJOURNMENT**

**Link for viewing Commission Meeting:**

**This link will not be live until approximately 4:20 p.m. on September 5, 2023.**

**Meeting Packet:** <https://tinyurl.com/CCM-09-05-2023-Packet>

**Stream Link:** <https://tinyurl.com/CCM-09-05-2023-Stream>

**Teams Meeting:** <https://tinyurl.com/CCM-09-05-2023-Teams>

**Meeting ID:** 272 348 613 721

**Meeting Passcode:** fNG6tr

**Teams Phone #:** +1 701-506-0320

**Phone Conference ID:** 943 238 748#

**Local Phone #:** 701-456-7006

**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.***

## Memo

To: City Commissioners  
 From: City Staff  
 Date: 8/31/2023  
 Re: Order of Business for September 5, 2023 Commission Meeting

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### 1. Order of Business

#### Consent Agenda

- A. Approval of meeting minutes dated August 15, 2023 and August 21 , 2023 (Enc.)
- B. Approval of Accounts Payable, Commerce Bank and Checkbook (Enc.)

### 3. Non-Timetable Agenda

#### Administration/Finance

- A. Chapter 2 Code Amendments (Enc.)
- B. Combined Copier Agreement from ABM (Enc.)

The Combined Copier Agreement from ABM aims to lower the collective printing expenses linked to 15 multi-function copy machines within the City. This agreement enables every MFC printer to allocate a fixed number of pages to a communal pool. As a result, during periods of extensive printing, any machine can access additional pages, preventing a scenario where certain machines exceed their allocated limits while others underutilize their set quotas. The ultimate objective is to achieve approximately \$275 in monthly savings, translating to a yearly cost reduction of around \$3,300.

- C. Dickinson Theodore Roosevelt Airport Budget Presentation (Enc.)
- D. Widmer Roel Engagement Letter (Enc.)
- E. Legacy Square Update (Enc.)

### 4. Public Works

#### A. Meridian Reuse Water Agreement Amendment (Enc.)

This amendment to the Meridian reuse water agreement will lower the allocated reuse water from 400 gpm to 300 gpm. City staff continues to work to define the reuse water agreements and needs for industry.

### 5. Public Safety

#### A. Fire Department

##### A. Reports:

- 1. Monthly Report (Enc.)

#### B. Police Department

##### A. Reports:

- 1. None

### 6. Community Development

#### A. South Dickinson Area Study Task Order (Enc.)

- B. Task Order for the 2024 Water Main and Lead Service Line Replacement Project (Enc.)



**7. Public Hearing and Public Comments not on Agenda**

- A. Dickinson Public Schools Presentation and Bond Referendum Discussion (Enc.)**
- B. National Indian Council on Aging (Enc.)**
- C. City Auditor Discussion**
- D. Public Comments not on Agenda**

**8. Commission**

**WORK SESSION MIG    DICKINSON CITY COMMISSION    AUGUST    15,    2023**

**1.    CALL TO ORDER**

President Scott Decker called the meeting to order at 1:00 PM.

**2.    ROLL CALL**

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

Absent:                    None

**3.    ADMINISTRATION  
2024 BUDGET SESSION**

President Scott Decker, City Commissioners along with City Staff gathered to discuss the  
2024 budget, Museum expansion and CIP Projects.

**4.    ADJOURNMENT**

Adjournment of the meeting at approximately 4:00 P.M.

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

OFFICIAL MINUTES PREPARED BY:

\_\_\_\_\_  
Rita Binstock, Assistant to City Administrator

APPROVED BY:

\_\_\_\_\_  
Dustin Dassinger, City Administrator

\_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

Date: September 5, 2023

I.      CALL TO ORDER

President Scott Decker called the meeting to order at 4:30 PM

II.     ROLL CALL

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

Telephone:                      None

Absent:                              None

1.      PLEDGE OF ALLEGIANCE

2.      ORDER OF BUSINESS

MOTION BY: John Odermann    SECONDED BY: Jason Fridrich  
To approve the August 15, 2023 Order of Business as presented.

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

3.      CONSENT AGENDA

MOTION BY: Suzi Sobolik    SECONDED BY: Robert Baer

- A. Approval of Meeting Minutes dated August 1, 2023.
- B. 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. Class A Liquor License Amendment - Bernie’s Esquire Club

City Administrator Dustin Dassinger presents an amendment to the Class A Liquor License for Bernie’s Esquire Club. Administrator Dassinger states Mr. Marsh has extended his service area to the adjacent building to the south of his original building. City staff has reviewed the application and recommend approval. Also included is the expanding of his basement as well. The Police Department and Building and Codes have worked with Mr. Marsh on this expansion.

Commissioners John Odermann questions what if the city did not like what the liquor license holder had changed in his service area and after the all the work was done and it doesn’t meet standards and they have invested all their money into this project. He feels the city should grant a probationary license on the interim basis as maybe this area may not meet the city’s standards.

City Administrator Dustin Dassinger states renovations would require a building permit and the process for applying for the amendment liquor license is carried through. Administrator Dassinger states he is hoping that the liquor license holder would have a good conversation with the city prior to any construction.

MOTION BY: Suzi Sobolik    SECONDED BY: John Odermann  
To approve the Class A Liquor License Amendment for Bernie’s Esquire Club.

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

B.Memorandum of Understanding – Bravera Bank

City Administrator Dustin Dassinger states Bravera Bank is asking for an MOU regarding the access to the south parking lot. They are asking the south parking lot be used exclusively for bank employees parking from 7:30 a.m. to 5:00 p.m. Monday through Friday. The south lot would be available for public parking during other hours. the bank will maintain the south lot and shall not convert the usage, access or purpose of the south lot. Administrator Dassinger states if the MOU is what the city intended for Bravera bank

then city staff recommends approval. Administrator Dassinger states Bravera has been very good to work with.

Commissioner Robert Baer is questioning the parking for staff. He has concerns for staff while they run errands and need to stop and drop off something at city hall and having to park in the back parking lot during inclement weather. He feels there should be a designated drop off/pick up spot near city hall. He does feel that during inclement weather there could be issues of slipping and falling. He feels this kind of distance for support staff carrying items could be an issue.

City Administrator Dustin Dassinger states the City could look for a pickup/drop off sites near city hall. He states if Bravera does intend to sell this parking lot the city would have first right of refusal if that is what their intent would be in the future is to sell the parking lot.

President Scott Decker states the original intent with the land swap was to make this parking lot exclusive to Bravera.

MOTION BY: John OdermannSECONDENDED BY: Suzi Sobolik

To approve the MOU with Bravera Bank for the parking lot.

DISPOSITION:

Roll call vote...Aye 5, Nay 0, Absent 0

Motion declared duly passed

**C. Museum Grant Match**  
City Administrator Dustin Dassinger presents a museum grant match which is a destination development grant for a new museum for the city of Dickinson. This grant match program would be for \$5 million dollars. City staff recommends approval of this application. Approval would allow for the museum staff to apply for the grant.

MOTION BY: John OdermannSECONDENDED BY: Robert Baer

Adopt Resolution No. 22-2023.

**RESOLUTION NO. 22-2023**

**A RESOLUTION AUTHORIZING CONTRIBUTION OF A PORTION OF THE CITY’S EXISTING SALES AND USE TAX REVENUE FOR DEVELOPMENT OF THE DICKINSON MUSEUM CENTER EXPANSION WITHIN THE CITY OF DICKINSON**

DISPOSITION:

Roll call vote...Aye 5, Nay 0, Absent 0

Motion declared duly passed

**D. Chapter 23 Code Amendment**  
City Attorney Christina Wenko presents a Chapter 23 amendment. This is the second reading with no changes. Attorney Wenko reiterates some code changes such as seatbelts, child restraints, road closure notification, adding one way roadways, windshields, DUI penalties, removing bicycles and animals as vehicles.

MOTION BY: Robert BaerSECONDENDED BY: Suzi Sobolik

To approve second reading and final passage of Ordinance No. 1783.

**ORDINANCE NO. 1783**

**AN ORDINANCE AMENDING AND RE-ENACTING SECTIONS 23.68.015, 23.68.020, 23.32.020, 23.36.175 AND ENACTING SECTIONS 23.36.125, 23.68.060, 23.76.170, AND 23.76.015 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO CHAPTER 23 MOTOR VEHICLES AND TRAFFIC**

DISPOSITION:

Roll call vote...Aye 5, Nay 0, Absent 0

Motion declared duly passed

**E. Monthly Financial Report**

Finance Supervisor Robbie Morey presented the monthly financial report. Supervisor Morey states the interest rate has changed to 3.25%. The investments are slightly higher due to Parks and Rec contribution to the pension plan. 1% sales tax is comparable to the 2022 income. Hospitality tax is the highest it has been in the past 7 years. Occupancy tax is almost the same as prior years. However, oil impact is down as compared to 2022. The general fund is 52% collected and the expenses are 48% expended.

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

SECONDED BY: Suzi Sobolik

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

**F. Finance Committee Board Member Approval**

Deputy City Administrator Linda Carlson presents two individuals whom are interested in serving on the Finance Committee Board. She states Kyle Smith will serve a one year term and Tom Fath will serve a two year term.

Mr. Kyle Smith states he is excited to serve the City and to help influence the City.

Mr. Tom Fath states his reason is twofold, one to give back to the community and also another way to improve himself professionally as a CFO. He looks forward to working with the City and help the community in any way he can.

MOTION BY: Robert Baer  
To approve Tom Fath and Kyle Smith to the Finance Committee Board Members.

SECONDED BY: Jason Fridrich

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

**G. 2021 Audit**

Deputy City Administrator Linda Carlson presents the results of the 2021 audit. She states Widmer and Roel has completed the 20221 audit and has been accepted. She stated they do a regular audit and a single audit which reviews the federal awards. Ms. Carlson states the auditors look for internal controls, procedures, etc. She states there were no findings in the single audit for 2021. As for the 2021 main audit there were 2 findings: 1. Significant deficiency of a financial statement preparation. The auditors prepared the financial statement the auditors are hired to do this for the city. They also help prepare the financial statements. #2 Significant deficiency is the general fixed asset fund reconciliation, capital assets which includes all property. The city is trying to put together a report that is actually in the system doing depreciation and this is something the city needs help from the auditor to gather financially.

MOTION BY: John Odermann  
To approve the 2021 Audit for the City of Dickinson.

SECONDED BY: Suzi Sobolik

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

**H. Monthly Hiring Journal**

HR Director Shelly Nameniuk updates the Commissioners on the open positions for the City of Dickinson. She states there have been more and more applications for the positions that are open.

5. **PUBLIC WORKS**

**A. Landfill Cell 3B5 Bid**

Public Works Director Gary Zuroff states that when you expand a landfill you have to have a cell development and systems need to be in place when you expand. He states making a new landfill isn't cheap. This is the area bid out for Cell 3B5. There were two bids, Martin and Veit and Company Inc. He states both bids were over the engineers estimate. The city feels time lines were hard to meet. Director Zuroff is asking for the commission to reject the bid and to rebid the project in three months. Director Zuroff has visited with Martin Construction and they understand and they are willing to rebid this winter.

MOTION BY: Robert Baer  
To reject the bids for Landfill Cell 3B5.

SECONDED BY: Jason Fridrich

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

**B. Monthly Public Works Report**

Public Works Director Gary Zuroff presents the June and July monthly report. He states the mausoleum will be complete this mid-August. Director Zuroff discusses Family Fun Day which 600 hot dogs were served along with drinks, etc. He thanks the public works staff for all their hard work. He does plan to have this event annually. He states this year public work staff had dedicated employees to specific duties for mowing and this had turned out very well. He thanks Lee and his crew for all the hard work that was done. He discusses Forestry and the Beautification Committee. Director Zuroff discusses the open positions for public works. Mr. Zuroff states the city had a great seasonal work team.

Commissioner John Odermann states kudos to Director Zuroff and his staff. He feels Forestry and others have done a great job beautifying the city.

6. **PUBLIC SAFETY**

**A. Fire Department**

**Reports:**

1. None

**B. Police Department**

**Monthly Police Department Report:**

Deputy Police Chief Matt Hanson who has worked for the Police Department for over 13 years has now been promoted to Deputy Police Chief. Deputy Chief Hanson updates the Commissioners on the Police Department reports such as 426 traffic stops for the month. This was the last effort in trying to enforce the new seatbelt laws which took place on August 1, 2023. He states accidents were down a bit this month. There were 144 total arrests and thefts seem to be the most popular of all. There were 186 calls at the animal shelter. He states most offenses are dogs running at large, i.e. people letting their dog out to go to the bathroom and then getting out. He visits about the community relations such as the parade, family fun day, pole vaulting and others. He states Officer Taylor Peters does a good job with community relations.

Commissioner Robert Baer visits about turn signals which are becoming an option in the City of Dickinson. He is also concerned about crosswalks now that schools are opening. He feels residents are forgetting about stopping for people using the cross walks.

Deputy Police Chief Matt Hanson states schools now have school cross guards. There has been constructive training for crossing guards. He is hoping for the complete rollout of the crosswalk guard training. He states as for turn signals they continue to affect us when the city runs their traffic accidents. The most popular traffic accident is following too close as this tends to be more of a factor then turn signals themselves. Deputy Chief Hanson feels this is good feedback for him to bring back to his officers now that school is starting.

7. **COMMUNITY DEVELOPMENT SERVICES**

**A. Rezoning Request – Lot 1, Block 6, Pinecrest Subdivision**

City Planner Matthew Galibert presents a rezoning request for Pinecrest Subdivision. He states this request is from AG to High Density Residential. He states initially the applicant wanted to go to GC. The future land use map was different so the applicant decided to go to R3. No comments have been received in regards to this rezone request

MOTION BY: Suzi Sobolik  
To approve second reading and final passage of Ordinance 1782 subject to the following terms and conditions in the staff report.

SECONDED BY: Robert Baer

**ORDINANCE NO. 1782**

**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

**B. Final Plat – Riverview Cottages 1<sup>st</sup> Addition**

Engineering and Community Development Director Josh Skluzacek presents a final plat for Riverview Cottages 1<sup>st</sup> Addition. The PUD was approved at the last Commission Meeting. This lot will come into compliance after the final plat is approved.

MOTION BY: John Odermann  
Adopt Resolution No. 23-2023.

SECONDED BY: Jason Fridrich

**RESOLUTION NO. 23-2023**

**A RESOLUTION APPROVING FINAL PLAT ENTITLED THE RIVERVIEW COTTAGES FIRST ADDITION BEING THE REPLAT OF LOTS 20-24, BLOCK 1, OF THE REPLAT OF THE RIVERVIEW ADDITION, STARK COUNTY, NORTH DAKOTA.**

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

**C. Final Plat – Riverview Cottages 2<sup>nd</sup> Addition**

Engineering and Community Development Director Josh Skluzacek presents a final plat for Riverview Cottages 2<sup>nd</sup> Addition. He states the PUD was approved at the last Commission meeting. The plat follows regulations.

MOTION BY: Suzi Sobolik  
Adopt Resolution No. 24-2023.

SECONDED BY: Robert Baer

**RESOLUTION NO. 24-2023**

**A RESOLUTION APPROVING FINAL PLAT ENTITLED THE RIVERVIEW COTTAGES SECOND ADDITION BEING THE REPLAT OF LOTS 15-20, BLOCK 2, FISCHER’S ADDITION**

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

**D. Final Plat - District Addition Subdivision**

Engineering and Community Development Director Josh Skluzacek presents a final plat for the Business District Park 1<sup>st</sup> Addition. A companion PUD to what was approved last commission meeting. The PUD included modifications to the lot, usage and others. It will come into full compliance at this time. All engineering plans have been approved by staff.

MOTION BY: Robert Baer  
Adopt Resolution No. 25-2023.

SECONDED BY: John Odermann

**RESOLUTION NO. 25-2023**  
**A RESOLUTION APPROVING FINAL PLAT ENTITLED THE  
DISTRICT BUSINESS PARK FIRST ADDITION  
STARK COUNTY, NORTH DAKOTA.**

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

**E. Final Plat – Tidal Wave Auto Spa (TWAS)**

City Planner Matthew Galibert presents a final plat for Tidal Wave Auto Spa. He states the construction of the Tidal Wave Spa is on 3<sup>rd</sup> Avenue West and 21<sup>st</sup> Street West. There is an existing bike trail in this area. He does read all the conditions to this final plat. There have been no public comments.

Engineering and Community Development Director Joshua Skluzacek states there is quite an elevation in this area. He does not think the traffic volumes will be significant. There is additional volume compared to current volume of traffic and should not have a significant traffic flow.

Commissioner John Odermann is concerned about the traffic flow in this area with the new Tidal Wave Spa. Commissioner Odermann drives on this particular street daily and it is very congested at certain times of the day. He feels this is something the City should look at.

MOTION BY: Suzi Sobolik  
Adopt Resolution No. 26-2023.

SECONDED BY: Jason Fridrich

**RESOLUTION NO. 26-2023**  
**A RESOLUTION APPROVING FINAL PLAT ENTITLED THE TWAS  
DICKINSON SUBDIVISION  
STARK COUNTY, NORTH DAKOTA.**

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

**F. 2023 Pavement Management Plan MDST Contract**

Engineering and Community Development Director Josh Skluzacek presents a contract with MDS Technologies, Inc. to perform the 2023 Pavement Management Plan project for a lump sum amount not to exceed \$44,650.00. The pavement management plan report and digital data will be critical to the engineering department to better forecast and plan projects. The digital data will be utilized in our current GIS software.

MOTION BY: Robert Baer  
To approve 2023 Pavement Management Plant MDST Contract.

SECONDED BY: Suzi Sobolik

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

**G. Bartlett and West Lot Combination Professional Services Agreement**

Engineering and Community Development Director Josh Skluzacek present a contract with Bartlett & West to perform a lot combination plat for the City. Bartlett & West is the firm who performed the engineering and design for the new North Dakota National Guard Readiness Center which will be located on these two existing lots. The proposal is for a total amount of \$2,950.00. Engineering staff requested the proposal from Bartlett & West to ensure project continuity with the new National Guard Readiness

MOTION BY: John Odermann

SECONDED BY: Robert Baer



To approve the Bartlett and West Lot Combination Professional Services Agreement.

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

## H.NDDOT Cost Participation and Maintenance Agreement for I-94 Business Route East Micro Surfacing.

Engineering and Community Development Director Josh Skluzacek presents a NDDOT Cost Participation and Maintenance Agreement for I-94 East Business Route Micro Surfacing micro surfacing for the Interstate 94 (I-94) East Business Route from 10th Ave. East to the I-94 interchange. The project is scheduled to be executed in 2024 and is estimated total installed cost (TIC) is \$710,415. The City of Dickinson cost participation is 10% of the TIC because the route is classified as a minor arterial with the Federal Highway Administration. The micro surfacing is intended to extend the life of the pavement by sealing the surface, and the micro surfacing will provide additional friction for the roadway surface. The proposed funding for this project is Gross Production Tax.

MOTION BY: Jason Fridrich  
To approve the NDDOT Cost Participation and Maintenance Agreement for I-94 Business  
Route East Micro Surfacing.

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

## I. Property Compliance Report

Code Enforcement Officer Tiffany Stewart presents annual property compliance report which includes grass and weed issues for the City of Dickinson. She states once the city receives a complaint from the city they do check. The grass can only be 10" high. Ms. Stewart states there were 527 properties within the city that were in noncompliance. Of those 160 of those properties also included obnoxious weed letters. The type of weeds are Worm wood, Canadian thistle and leafy spurge. The contractor has gone out 74 times to mow for a total of 69 properties and some have been mowed twice. The contractor has sprayed 27 of properties. Other code enforcement issues were 137 totals to include junk, unlicensed vehicles, unpermitted structures, unsafe structures and others.

Commissioner Jason Fridrich states to keep up the good work.

## J. Engineering and Community Development Monthly Report

Engineering and Community Development Director Josh Skluzacek presents a monthly report which includes the building and codes are close to the 2022 statistics. The fees are overall significantly higher in 2023. He feels this is due to some pretty large applications. Director Skluzacek states Planning staff has been reaching out to the Downtown District, looking at parking and vacant buildings along with BNSF right away. Director Skluzacek visits about barnominiums and to see how it fits into our ordinances. He also updates the Commissioners on engineering projects.

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

### A. Preliminary Museum Expansion

Jared Twogood and Derek Twogood update the Commissioners on the preliminary museum expansion. They visit about adding onto the existing structures or starting from scratch. They state the estimate budget for the addition to the museum would be \$12.8 million but this does not include design fees or site work. The reason for the new site cost is the proximity of the old landfill. He states to restart from scratch it would cost \$21,900,000. Both options would have some phasing done to maintain operations at those locations.

President Scott Decker feels starting from scratch would be the best option to be more of a cohesive type of building. He states the city does have in their minds what kind of budget they are learning towards.

Commissioner John Odermann would also like to start from scratch to build this so the aesthetics match and the best plan of action to go forward at this site.

## B. Public Comments not on Agenda

Mark Hinrichs addresses the Commissioners in regards to sidewalks. Mr. Hinrichs states year ago he was told he had to put in sidewalks in the front of his house. Now he is wondering why the city is not telling others to put sidewalks in. He states that patches without sidewalks should be addressed by the Commission. He states the cost of installing sidewalks can be billed back to the property owner. He states this is an item of fairness. He has spoken to the Commissioners in the past and has not seen any progress. There is inequality of winter weather. He doesn't feel he should have to shovel his sidewalk in the winter and the people whom have no sidewalk don't have to shovel snow. Continuity access for elder and impaired. He feels letters should be sent to those without sidewalks to take steps to put them in place. He states there are three more months of concrete pursuing season left and encourage the Commission to come forward and pursue this as for the quality of the City. He will leave telling his neighbors they need sidewalks up to the City Engineer.

President Scott Decker states the City will address this matter.

## 9. COMMISSION

President Scott Decker would like for the Commissioners to prepare a couple of things for the next budget meeting. He would like to see recommendations for the cost of living increase and pay schedule for employees. Also, Administrator Dassinger annual evaluation is coming for review. He states there will be a budget meeting along with a regular commission meeting on the 5<sup>th</sup> of September.

**ADJOURNMENT**

**MOTION BY: Suzi Sobolik**

SECONDED BY: John Odermann

Adjournment of the meeting was at 6:35 P.M.

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

OFFICIAL MINUTES PREPARED BY:

Rita Binstock, Assistant to City Administrator

APPROVED BY:

Dustin Dassinger, City Administrator

Scott Decker, President  
Board of City Commissioners

Date: September 5, 2023

## WORK SESSION MIG    DICKINSON CITY COMMISSION    AUGUST    21,    2023

### 1.    CALL TO ORDER

President Scott Decker called the meeting to order at 7:30 AM.

### 2.    ROLL CALL

Present were:                      President Scott Decker, Commissioners Jason Fridrich and Suzi Sobolik

Absent:                              Commissioners John Odermann and Robert Baer

### 3.    PLEDGE OF ALLEGIANCE

### 4.    ADMINISTRATION

#### Appointment and Ratification of City Officials and Actions Pursuant to DMC 2.12.010

President Scott Decker states the city gathers to complete appointment and ratification of City Officials and Actions Pursuant to DMC 2.12.010. To affirm the roles of our administration leaders.

City's attention to go through formal process of appointment department heads. First motion and Section motion is to ratify all actions taken by the appointment officers.

If desire is to make the employee positions so we don't have to do this in the future. That will come forward in a code amendment but for right now we do need to have these two motions.

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

To move to appoint the following positions with individuals:

Finance Director as Treasurer and Deputy City Administrator, Linda Carlson; City Administrator as Auditor, Dustin Dassinger; Attorney, Mackoff Kellogg Law Firm, Christina M. Wenko, City Attorney/Prosecutor and Olivia L. Krebs, Assistant City Attorney/Prosecutor; Assessor, Joseph Hirschfeld; Street Commissioner, Gary Zuroff; Engineer, Josh Skluzacek; Chief of the Fire Department, Jeremy Presnell; Chief of Police, Joseph Cianni; Human Resources Director, Shelly Nameniuk; Police Officers; Health Officer; Board of Public Works is the Board of City Commissioner; and Members of the boards and committees as the Board of City Commissioners has previously appointed.

President Scott Decker swore in the above positions.

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

MOTION BY: Suzi Sobolik  
To move to ratify all actions taken by the newly appointed officers as identified in the previous motion in their capacity as officers for the City of Dickinson.

SECONDED BY: Jason Fridrich

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

4. **ADJOURNMENT**

MOTION BY: Jason Fridrich  
Adjournment of the meeting at approximately 7:45 A.M.

SECONDED BY: Suzi Sobolik

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

OFFICIAL MINUTES PREPARED BY:

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Rita Binstock, Assistant to City Administrator

APPROVED BY:

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Dustin Dassinger, City Administrator

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Scott Decker, President  
Board of City Commissioners

Date: September 5, 2023

City of Dickinson  
Payables Management

Section 2. Item B.

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: 8/30/2023

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: 5714		Name: ACCENT WIRE-TIE				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
	10007840	INV	8/18/2023	8/18/2023	\$4,020.64	GUIDE, GRIPPER YOKE, INSEI		\$4,020.64			
							Due				
Voucher(s): 1		Aged Totals:			\$4,020.64	\$4,020.64	\$0.00	\$0.00	\$0.00		
Vendor ID: 6161		Name: ADVANCED COLLISION CENTER				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
	15859	INV	8/17/2023	8/17/2023	\$688.62	LIFTGATE MOULDING, TRIM P.		\$688.62			
							Due				
Voucher(s): 1		Aged Totals:			\$688.62	\$688.62	\$0.00	\$0.00	\$0.00		
Vendor ID: 5801		Name: AERZEN USA CORPORATION				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
	SEPI-23-004324	INV	8/21/2023	8/21/2023	\$1,149.80	AIR FILTER CARTRIDGES, OIL		\$1,149.80			
							Due				
Voucher(s): 1		Aged Totals:			\$1,149.80	\$1,149.80	\$0.00	\$0.00	\$0.00		
Vendor ID: 6348		Name: ALL FLAGS, 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
	761061	INV	8/16/2023	8/16/2023	\$391.11	MISC OUTDOOR FLAGS		\$391.11			
							Due				
Voucher(s): 1		Aged Totals:			\$391.11	\$391.11	\$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
	4604178486	CRM	8/2/2023		(\$60.00)	RETURN CORE		(\$60.00)			
	4604178360	INV	7/31/2023	7/31/2023	\$398.74	KIT-REMAN BRAKE, CORE		\$398.74			
	4603109486	INV	8/3/2023	8/3/2023	\$4,163.52	WORK DONE ON UNIT R53		\$4,163.52			
	4604178530	INV	8/7/2023	8/7/2023	\$442.88	KIT-BRAKE PADS		\$442.88			
	4603109528	INV	8/10/2023	8/10/2023	\$1,611.67	WORK DONE ON 2015 PETERB		\$1,611.67			
	4604178078	INV	8/11/2023	8/11/2023	\$359.68	FILTER-AIR, CHANNEL FLOW I		\$359.68			

Section 2. Item B.

4603109544	INV	8/15/2023	8/15/2023	\$2,866.18	WORK DONE ON 2017 PETERI	\$2,866.18
4603109587	INV	8/23/2023	8/23/2023	\$2,273.25	WORK DONE ON 2015 PETERI	\$2,273.25
4603109593	INV	8/24/2023	8/24/2023	\$1,350.38	WORK DONE ON 2015 PETERI	\$1,350.38

Voucher(s): 9	Aged Totals:	Due	\$13,406.30	\$13,406.30	\$0.00	\$0.00	\$0.00
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Vendor ID: 4557

Name: AMERICAN ENGINEERING TESTING 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
	145452	INV	8/22/2023	8/22/2023	\$5,176.90	202302 WATERMAIN & LEAD S		\$5,176.90			

Voucher(s): 1	Aged Totals:	Due	\$5,176.90	\$5,176.90	\$0.00	\$0.00	\$0.00
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Vendor ID: 4278

Name: APEX

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
	16718	INV	7/31/2023	7/31/2023	\$12,741.89	202111 LS 11 & SIMS ST SEWE		\$12,741.89			
	16755	INV	7/31/2023	7/31/2023	\$73,053.17	202103 STATE AVE IMPROVEM		\$73,053.17			
	16781	INV	7/31/2023	7/31/2023	\$2,574.00	WATER RECLAMATION FACILI		\$2,574.00			
	16784	INV	7/31/2023	7/31/2023	\$690.00	GENERAL PLAN REVIEW		\$690.00			
	16785	INV	7/31/2023	7/31/2023	\$1,648.00	202202 WATERMAIN REPLACE		\$1,648.00			
	16786	INV	7/31/2023	7/31/2023	\$49,532.00	202302 WATERMAIN REPLACE		\$49,532.00			
	16788	INV	7/31/2023	7/31/2023	\$1,084.00	202303 REUSE WATER EVALL		\$1,084.00			
	16790	INV	7/31/2023	7/31/2023	\$396.00	GENERAL PLANNING & MODE		\$396.00			
	16791	INV	7/31/2023	7/31/2023	\$1,445.00	GENERAL PLANNING & MODE		\$1,445.00			

Voucher(s): 9	Aged Totals:	Due	\$143,164.06	\$143,164.06	\$0.00	\$0.00	\$0.00
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Vendor ID: 4418

Name: ARAMARK UNIFORM & CAREER APPAREL GROU

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
	2550204025	INV	8/9/2023	8/9/2023	\$190.90	MATS		\$190.90			
	2550206970	INV	8/16/2023	8/16/2023	\$141.83	MATS		\$141.83			
	2550207777	INV	8/17/2023	8/17/2023	\$321.34	MATS		\$321.34			
	2550210011	INV	8/23/2023	8/23/2023	\$66.95	UNIFORM CLEANING		\$66.95			
	2550210012	INV	8/23/2023	8/23/2023	\$190.90	MATS		\$190.90			

Voucher(s): 5	Aged Totals:	Due	\$911.92	\$911.92	\$0.00	\$0.00	\$0.00
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Section 2. Item B.

Vendor ID: 44		Name: ARC OF DICKINSON,THE					Class ID:		FED TAX CLAS:			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		
	6884	INV	8/16/2023	8/16/2023	\$25.00	RAGS FOR LIFT STATIONS		\$25.00					
							Due						
Voucher(s): 1		Aged Totals:					\$25.00	\$25.00	\$0.00	\$0.00	\$0.00		
Vendor ID: 37		Name: AT&T					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		
	03049142147001 08/2/23	INV	8/13/2023	8/13/2023	\$26.85	MONTHLY PHONE BILLING		\$26.85					
							Due						
Voucher(s): 1		Aged Totals:					\$26.85	\$26.85	\$0.00	\$0.00	\$0.00		
Vendor ID: 6032		Name: AUTO VALUE, APH STORE					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		
	416086881	INV	8/10/2023	8/10/2023	\$215.52	SHOP SUPPLIES		\$215.52					
							Due						
Voucher(s): 1		Aged Totals:					\$215.52	\$215.52	\$0.00	\$0.00	\$0.00		
Vendor ID: 3490		Name: AVI SYSTEMS INC dba AVI SYSTEMS					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		
	88898246	INV	8/15/2023	8/15/2023	\$475.00	SERVICE TRAVEL, ON SITE SERVICE		\$475.00					
							Due						
Voucher(s): 1		Aged Totals:					\$475.00	\$475.00	\$0.00	\$0.00	\$0.00		
Vendor ID: 68		Name: B & K ELECTRIC					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		
	111494	INV	8/8/2023	8/8/2023	\$3,805.00	EXIT #61 STREET LIGHT BASE		\$3,805.00					
	111510	INV	8/14/2023	8/14/2023	\$1,135.00	ADD 2 BLACK LED ST LIGHTS		\$1,135.00					
	111511	INV	8/14/2023	8/14/2023	\$465.00	100 WATT LED ST LIGHTS EXISTING		\$465.00					
							Due						
Voucher(s): 3		Aged Totals:					\$5,405.00	\$5,405.00	\$0.00	\$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		
	2037687451	INV	7/26/2023	7/26/2023	\$35.52	SLOPE CHILDRENS			\$35.52				
	2037694794	INV	8/1/2023	8/1/2023	\$513.89	DIP		\$513.89					
	2037694802	INV	8/1/2023	8/1/2023	\$537.37	BC		\$537.37					
	2037698306	INV	8/2/2023	8/2/2023	\$33.38	DIP CH		\$33.38					
	2037698785	INV	8/2/2023	8/2/2023	\$17.65	DIP CH		\$17.65					

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Section 2. Item B.

2037699322	INV	8/3/2023	8/3/2023	\$397.09	DIP CH	\$397.09
2037714316	INV	8/8/2023	8/8/2023	\$100.03	DIP	\$100.03
2037716904	INV	8/9/2023	8/9/2023	\$6.05	BC	\$6.05
2037719765	INV	8/11/2023	8/11/2023	\$381.88	DIP	\$381.88
2037719802	INV	8/11/2023	8/11/2023	\$314.83	BC	\$314.83
2037721561	INV	8/11/2023	8/11/2023	\$26.95	DIP CH	\$26.95

Voucher(s): 11				Aged Totals:		Due	\$2,364.64	\$2,329.12	\$35.52	\$0.00	\$0.00
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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
	75516-1	INV	8/23/2023	8/23/2023	\$150.10	MISC CLOTHING FOR POLICE		\$150.10			

Voucher(s): 1				Aged Totals:		Due	\$150.10	\$150.10	\$0.00	\$0.00	\$0.00
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Vendor ID: 9737		Name: BARLOW JERRY				Class ID:		FED TAX CLAS:		LIBRARY PERFORMER	
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
	PERFORMANCE 0911	INV	7/15/2023	7/15/2023	\$350.00	CELTIC FINGERSYLE GUITARI		\$350.00			

Voucher(s): 1				Aged Totals:		Due	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00
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Vendor ID: 9739		Name: BARTHOLOMEW AUSTIN				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
	AB 082223	INV	8/22/2023	8/22/2023	\$75.33	REIMBURSEM--A BARTHOLOM		\$75.33			

Voucher(s): 1				Aged Totals:		Due	\$75.33	\$75.33	\$0.00	\$0.00	\$0.00
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Vendor ID: 4670		Name: BEK CONSULTING				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
	6193	INV	8/11/2023	8/11/2023	\$12,830.21	EXTRA WORK FORM		\$12,830.21			

Voucher(s): 1				Aged Totals:		Due	\$12,830.21	\$12,830.21	\$0.00	\$0.00	\$0.00
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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
	85675	INV	8/4/2023	8/4/2023	\$301.24	TROUBLESHOOT POWER-COI		\$301.24			
	85722	INV	8/10/2023	8/10/2023	\$843.96	REPLACE FANS ON VFD		\$843.96			
	85747	INV	8/15/2023	8/15/2023	\$72.00	TROUBLESHOOT LIGHT -BALL		\$72.00			
	85748	INV	8/15/2023	8/15/2023	\$2,132.70	ORDER 2" PVC AND FITTINGS		\$2,132.70			



City of Dickinson

Section 2. Item B.

85749	INV	8/15/2023	8/15/2023	\$345.26	REPLACE BAD MOTOR SWITC	\$345.26
85750	INV	8/15/2023	8/15/2023	\$228.00	TROUBLESHOOT & REPAIR W	\$228.00
85751	INV	8/15/2023	8/15/2023	\$300.00	TROUBLESHOOT VFD FOR PL	\$300.00
85752	INV	8/15/2023	8/15/2023	\$2,071.06	TROUBLESHOOT & REPAIR LI	\$2,071.06
85753	INV	8/15/2023	8/15/2023	\$1,031.76	REPAIR DICONNECT ON AC U	\$1,031.76

Voucher(s): 9				Aged Totals:		Due	\$7,325.98	\$7,325.98	\$0.00	\$0.00	\$0.00
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Vendor ID: 6391		Name: BIG HILL RESOURCES 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
	1742	INV	8/7/2023	8/7/2023	\$1,530.00	TOPSOIL		\$1,530.00			

Voucher(s): 1				Aged Totals:		Due	\$1,530.00	\$1,530.00	\$0.00	\$0.00	\$0.00
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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
	18201	INV	8/10/2023	8/10/2023	\$405.94	TIRES FOR UNIT #R1		\$405.94			
	18202	INV	8/10/2023	8/10/2023	\$203.00	NEW TIRES FOR UNIT #R8		\$203.00			
	18203	INV	8/10/2023	8/10/2023	\$155.00	NEW TIRES FOR UNIT #R44		\$155.00			
	18244	INV	8/15/2023	8/15/2023	\$169.00	FLAT TIRE REPAIRS UNIT #R7		\$169.00			
	18245	INV	8/15/2023	8/15/2023	\$264.00	FLAT TIRE REPAIR UNIT #R65		\$264.00			

Voucher(s): 5				Aged Totals:		Due	\$1,196.94	\$1,196.94	\$0.00	\$0.00	\$0.00
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Vendor ID: 4069		Name: BISMARCK STATE COLLEGE LIBRARY					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
	081723	INV	8/17/2023	8/17/2023	\$42.50	DEMON COPPERHEAD/PROCI		\$42.50			

Voucher(s): 1				Aged Totals:		Due	\$42.50	\$42.50	\$0.00	\$0.00	\$0.00
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Vendor ID: 9743		Name: BODLE COLEMAN					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	
	CB 072823	INV	7/28/2023	7/28/2023	\$962.50	EMPLOYEE EXP-COLEMAN BC			\$962.50			

Voucher(s): 1				Aged Totals:		Due	\$962.50	\$0.00	\$962.50	\$0.00	\$0.00
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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

Section 2. Item B.

99059	INV	7/28/2023	7/28/2023	\$7.69	4 WAY FLAT CONN & LOOP 18	\$7.69
99166	INV	8/3/2023	8/3/2023	\$355.50	12K JACK SIDE PIN, LABOR	\$355.50

Voucher(s): 2	Aged Totals:	Due	\$363.19	\$355.50	\$7.69	\$0.00	\$0.00
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Vendor ID: 6272	Name: BOSS OFFICE PRODUCTS	Class ID:	FED TAX CLAS:	S CORP
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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
	565208-0	INV	8/9/2023	8/9/2023	\$195.00	COFFEE, FILTER PACK, RD		\$195.00			
	565761-0	INV	8/11/2023	8/11/2023	\$91.45	PEN,RB, GEL, BOOK, STENO,C		\$91.45			

Voucher(s): 2	Aged Totals:	Due	\$286.45	\$286.45	\$0.00	\$0.00	\$0.00
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Vendor ID: 4390	Name: BRAUN DISTRIBUTING	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
	343108	INV	8/14/2023	8/14/2023	\$62.90	10 24PK NESLTE PURE LIFE W		\$62.90			
	343564-2	INV	8/17/2023	8/17/2023	\$187.34	STIR STRAWS, SPOONS, PAP		\$187.34			
	35621	INV	8/17/2023	8/17/2023	\$27.80	4 5 GAL SPRING WATERS		\$27.80			
	35163	INV	8/24/2023	8/24/2023	\$29.85	3 5 GAL SPRING WATERS		\$29.85			

Voucher(s): 4	Aged Totals:	Due	\$307.89	\$307.89	\$0.00	\$0.00	\$0.00
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Vendor ID: 592	Name: BRAVERA INSURANCE	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
	15199	INV	7/1/2023	7/1/2023	\$102,673.00	PROPERTY EFFECTIVE 07-01-			\$102,673.00		
	15478	INV	8/8/2023	8/8/2023	\$284.00	ADD 2023 JD 644P LOADER		\$284.00			

Voucher(s): 2	Aged Totals:	Due	\$102,957.00	\$284.00	\$102,673.00	\$0.00	\$0.00
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Vendor ID: 9738	Name: BROADCAST MUSIC INC.	Class ID:	FED TAX CLAS:	C CORP
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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
	49500457	INV	8/2/2023	8/2/2023	\$421.00	ESTIMATED FEE 060123-05312		\$421.00			

Voucher(s): 1	Aged Totals:	Due	\$421.00	\$421.00	\$0.00	\$0.00	\$0.00
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Vendor ID: 96	Name: BUTLER MACHINERY CO	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
	09WO0115278	INV	7/14/2023	7/14/2023	\$1,133.35	TROUBLESHOOT ENGINE COI			\$1,133.35		
	09SSO003281	INV	8/10/2023	8/10/2023	\$1,000.00	WHEEL TYPE LOADER		\$1,000.00			
	09PS0343939	INV	8/15/2023	8/15/2023	\$118.08	EXT APP GRS 2 CAST S		\$118.08			

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09PS0344178      INV      8/18/2023    8/18/2023      \$701.34    4 BATTERIES      \$701.34

Voucher(s): 4		Aged Totals:		Due					
				\$2,952.77		\$1,819.42		\$1,133.35	
						\$0.00		\$0.00	

Vendor ID: 610	Name: CARQUEST AUTO PARTS STORES	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
	2781-403419	CRM	8/15/2023		(\$22.00)	CORE RETURN		(\$22.00)			
	2781-403803	CRM	8/22/2023		(\$60.00)	CORE RETURN		(\$60.00)			
	2781-404180	CRM	8/29/2023		(\$22.00)	CORE RETURN		(\$22.00)			
	2781-402550	INV	7/28/2023	7/28/2023	\$109.74	WIPER BLADE-22, 22 ONYX			\$109.74		
	2781-402723	INV	8/1/2023	8/1/2023	\$299.98	BRAKE PADS, PAINTD ROTOF		\$299.98			
	2781-402769	INV	8/2/2023	8/2/2023	\$185.24	CABIN AIR FILTERS, SHOP TO		\$185.24			
	2781-402791	INV	8/2/2023	8/2/2023	\$121.98	HUB BEARINGS FOR UNIT W7		\$121.98			
	2781-402911	INV	8/3/2023	8/3/2023	\$149.99	BRAKE PADS, PAINTED ROTC		\$149.99			
	2781-402965	INV	8/4/2023	8/4/2023	\$6.05	OIL FILTER		\$6.05			
	2781-402975	INV	8/4/2023	8/4/2023	\$248.74	MISC WIPER BLADES		\$248.74			
	2781-403268	INV	8/11/2023	8/11/2023	\$238.52	FUEL PUMP MODULE		\$238.52			
	2781-403413	INV	8/15/2023	8/15/2023	\$159.19	BATTERY GOLD		\$159.19			
	2781-403417	INV	8/15/2023	8/15/2023	\$62.89	BATTERY LAWN/GARDEN		\$62.89			
	2781-403575	INV	8/17/2023	8/17/2023	\$88.93	CABIN AIR FILTERS		\$88.93			
	2781-403774	INV	8/22/2023	8/22/2023	\$245.03	ALTERNATOR		\$245.03			
	2781-403878	INV	8/23/2023	8/23/2023	\$4.65	EXHAUST CLAMP 2		\$4.65			
	2781-404171	INV	8/29/2023	8/29/2023	\$236.39	BATTERY FOR PD15		\$236.39			

Voucher(s): 17		Aged Totals:		Due					
				\$2,053.32		\$1,943.58		\$109.74	
						\$0.00		\$0.00	

Vendor ID: 3431	Name: CENGAGE LEARNING	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
	81665210	INV	8/7/2023	8/7/2023	\$196.43	DIP		\$196.43			
	81691366	INV	8/11/2023	8/11/2023	\$101.21	SLOPE		\$101.21			
	81691855	INV	8/11/2023	8/11/2023	\$47.98	SLOPE		\$47.98			
	81692354	INV	8/11/2023	8/11/2023	\$83.22	DIP		\$83.22			
	81726432	INV	8/16/2023	8/16/2023	\$77.97	DIP		\$77.97			

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Voucher(s): 5		Aged Totals:		Due		\$506.81		\$506.81		\$0.00		\$0.00		\$0.00	
Vendor ID: 4889		Name: CENTRAL SQUARE COMPANIES		Class ID:		FED TAX CLAS:		LLC-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				
	389755	INV	8/15/2023	8/15/2023	\$287.35	PS PRO INTERFACE SUBSCRI		\$287.35							
Voucher(s): 1		Aged Totals:		Due		\$287.35		\$287.35		\$0.00		\$0.00		\$0.00	
Vendor ID: 5223		Name: CHI ST. JOSEPH'S HEALTH		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				
	JDDICPD032023	INV	8/17/2023	8/17/2023	\$146.00	MISC BLOOD DRAWS		\$146.00							
Voucher(s): 1		Aged Totals:		Due		\$146.00		\$146.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 6483		Name: CLIMATE CONTROL SYSTEMS & SERVICE		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				
	51919	INV	8/22/2023	8/22/2023	\$638.52	MISC FILTERS FOR WWTP		\$638.52							
Voucher(s): 1		Aged Totals:		Due		\$638.52		\$638.52		\$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				
	1195100	INV	8/3/2023	8/3/2023	\$335.00	NS-1 ROSE NICHE FRONT		\$335.00							
	1198377	INV	8/10/2023	8/10/2023	\$540.00	CF-3 ROSE CRYPT FRONT		\$540.00							
	2093038	INV	8/22/2023	8/22/2023	\$335.00	NS-1 ROSE NICHE FRONT		\$335.00							
	1205058	INV	8/24/2023	8/24/2023	\$335.00	NS-1 ROSE NICHE FRONT		\$335.00							
	1205587	INV	8/25/2023	8/25/2023	\$335.00	NS-3 ROSE NICHE FRONT		\$335.00							
Voucher(s): 5		Aged Totals:		Due		\$1,880.00		\$1,880.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 4514		Name: CORDOVA CONSTRUCTION		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				
	202306 3	INV	8/28/2023	8/28/2023	\$113,054.40	202306 ROADWAY & STORM E		\$113,054.40							
Voucher(s): 1		Aged Totals:		Due		\$113,054.40		\$113,054.40		\$0.00		\$0.00		\$0.00	
Vendor ID: 6157		Name: CORE & MAIN LP		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				
	T284900	INV	7/28/2023	7/28/2023	\$835.60	2105 DISC FOR 4" RESILIENT 1		\$835.60							

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T318111		INV	8/15/2023	8/15/2023	\$570.00	GRATE/BACK	\$570.00				
Voucher(s): 2		Aged Totals:			Due		\$1,405.60	\$570.00	\$835.60	\$0.00	\$0.00
Vendor ID: 5125		Name: COVENANT LEGAL GROUP				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
	3481	INV	8/13/2023	8/13/2023	\$225.00	LEGAL SERVICES-J SANCHEZ		\$225.00			
	3490	INV	8/24/2023	8/24/2023	\$187.50	LEGAL SERVICES-J SYMIONO		\$187.50			
	3491	INV	8/24/2023	8/24/2023	\$125.00	LEGAL SERVICES-R HARVEY		\$125.00			
	3492	INV	8/24/2023	8/24/2023	\$187.50	LEGAL SERVICES-MICHAEL A		\$187.50			
	3493	INV	8/24/2023	8/24/2023	\$250.00	LEGAL SERVICES-SHELLY HU		\$250.00			
	3494	INV	8/24/2023	8/24/2023	\$187.50	LEGAL SERVICES-SHELLY HU		\$187.50			
	3495	INV	8/24/2023	8/24/2023	\$237.50	LEGAL SERVICES-JASON SAN		\$237.50			
	3496	INV	8/24/2023	8/24/2023	\$200.00	LEGAL SERVICES-JASON SAN		\$200.00			
	3497	INV	8/24/2023	8/24/2023	\$787.50	LEGAL SERVICES-ALEXUS BA		\$787.50			
Voucher(s): 9		Aged Totals:			Due		\$2,387.50	\$2,387.50	\$0.00	\$0.00	\$0.00
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
	28836	INV	8/7/2023	8/7/2023	\$190.99	MISC CLEANING SUPPLIES		\$190.99			
	35344	INV	8/21/2023	8/21/2023	\$42.67	CLEANING SUPPLIES		\$42.67			
Voucher(s): 2		Aged Totals:			Due		\$233.66	\$233.66	\$0.00	\$0.00	\$0.00
Vendor ID: 5999		Name: DAKOTA BUSINESS TECHNOLOGIES, 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
	1149	INV	8/8/2023	8/8/2023	\$1,500.00	#9 ENVELOPES 25K		\$1,500.00			
	1154	INV	8/21/2023	8/21/2023	\$1,873.85	STATEMENTS/FOLD & INSERT		\$1,873.85			
	1155	INV	8/21/2023	8/21/2023	\$1,684.24	STATEMENTS FOLD & INSERT		\$1,684.24			
	1156	INV	8/21/2023	8/21/2023	\$860.62	DICKINSON PARKS & REC INS		\$860.62			
Voucher(s): 4		Aged Totals:			Due		\$5,918.71	\$5,918.71	\$0.00	\$0.00	\$0.00
Vendor ID: 147		Name: DAKOTA FILTER 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
	4024	INV	8/10/2023	8/10/2023	\$425.53	MISC FILTERS FOR SHOP		\$425.53			

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Voucher(s): 1												Aged Totals:		Due		\$425.53		\$425.53		\$0.00		\$0.00		\$0.00	
Vendor ID: 9705				Name: DAKOTA OUTDOOR ADVERTISING				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									
		2155 837 081623		INV	8/16/2023	8/16/2023	\$650.00	ADVERTISING FOR LEGACY S		\$650.00															
Voucher(s): 1												Aged Totals:		Due		\$650.00		\$650.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 149				Name: DAKOTA PUMP & CONTROL 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									
		29212		INV	8/1/2023	8/1/2023	\$474.00	TEST MIXER, FIXED & BROUG		\$474.00															
Voucher(s): 1												Aged Totals:		Due		\$474.00		\$474.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 1051				Name: DAKOTA TOOL AND MACHINE				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									
		72741		INV	7/30/2023	7/30/2023	\$180.00	201917 MAUSOLEUM ADDITIO				\$180.00													
Voucher(s): 1												Aged Totals:		Due		\$180.00		\$0.00		\$180.00		\$0.00		\$0.00	
Vendor ID: 6107				Name: DEM-CON COMPANIES, 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									
		7034		INV	7/31/2023	7/31/2023	\$908.91	RESIDENTAL TRANSFERS		\$908.91															
Voucher(s): 1												Aged Totals:		Due		\$908.91		\$908.91		\$0.00		\$0.00		\$0.00	
Vendor ID: 5166				Name: DICKINSON PARKS & REC (MEMBERS)				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									
		3190198		INV	8/30/2023	8/30/2023	\$2,486.92	EMPLOYEE MEMBERSHIPS		\$2,486.92															
Voucher(s): 1												Aged Totals:		Due		\$2,486.92		\$2,486.92		\$0.00		\$0.00		\$0.00	
Vendor ID: 2651				Name: DICKINSON PRESS-SUBSCRIPTIONS				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									
		177936051 082423		INV	8/24/2023	8/24/2023	\$183.49	SUBSCRIPTION RENEWAL-MUS		\$183.49															
Voucher(s): 1												Aged Totals:		Due		\$183.49		\$183.49		\$0.00		\$0.00		\$0.00	
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-GS177671		INV	8/4/2023	8/4/2023	\$467.00	NEW TIRES FOR UNIT CP2		\$467.00															

City of Dickinson

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1-178066	INV	8/24/2023	8/24/2023	\$34.00	FT FLAT REPAIR	\$34.00
1-178122	INV	8/28/2023	8/28/2023	\$34.00	FLAT REPAIR DRIVER REAR	\$34.00

Voucher(s): 3				Aged Totals:		Due					
						\$535.00	\$535.00	\$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 COLL 081	INV	8/17/2023	8/17/2023	\$140.46	STARK CO COLLECTIONS 08/		\$140.46			

Voucher(s): 1				Aged Totals:		Due					
						\$140.46	\$140.46	\$0.00	\$0.00	\$0.00	

Vendor ID: 1982		Name: DIRECTMED				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
	38767	INV	8/8/2023	8/8/2023	\$291.54	MEDICAL SUPPLIES		\$291.54			
	38769	INV	8/8/2023	8/8/2023	\$114.72	MEDICAL SUPPLIES		\$114.72			
	38770	INV	8/8/2023	8/8/2023	\$152.44	MEDICAL SUPPLIES		\$152.44			
	38816	INV	8/8/2023	8/8/2023	\$73.26	MEDICAL SUPPLIES		\$73.26			
	38783	INV	8/10/2023	8/10/2023	\$52.49	MEDICAL SUPPLIES		\$52.49			
	38784	INV	8/10/2023	8/10/2023	\$470.94	MEDICAL SUPPLIES		\$470.94			

Voucher(s): 6				Aged Totals:		Due					
						\$1,155.39	\$1,155.39	\$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
	055038	INV	8/10/2023	8/10/2023	\$690.00	MISC FILTERS		\$690.00			
	055069	INV	8/22/2023	8/22/2023	\$582.06	MISC FILTERS		\$582.06			
	055073	INV	8/22/2023	8/22/2023	\$129.00	12 FILTERS		\$129.00			

Voucher(s): 3				Aged Totals:		Due					
						\$1,401.06	\$1,401.06	\$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
	26864	INV	7/18/2023	7/18/2023	\$5,839.00	FAB 21' ALUMINUM GATE W 9'			\$5,839.00		
	26929	INV	8/22/2023	8/22/2023	\$261.19	CUT OUT 3 STAINLESS STEEL		\$261.19			

Voucher(s): 2				Aged Totals:		Due					
						\$6,100.19	\$261.19	\$5,839.00	\$0.00	\$0.00	

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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
	16955	INV	7/6/2023	7/6/2023	\$357.50	TOWING OF 2021 PETERBILT			\$357.50		
							Due				
Voucher(s): 1		Aged Totals:					\$357.50	\$0.00	\$357.50	\$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
	6675-48	INV	8/23/2023	8/23/2023	\$14.00	1 DOZEN CARMEL ROLLS		\$14.00			
							Due				
Voucher(s): 1		Aged Totals:					\$14.00	\$14.00	\$0.00	\$0.00	\$0.00
Vendor ID: 1039		Name: ELDER CARE				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
	5852	INV	7/31/2023	7/31/2023	\$1,045.28	MONTHLY BILLINGS		\$1,045.28			
							Due				
Voucher(s): 1		Aged Totals:					\$1,045.28	\$1,045.28	\$0.00	\$0.00	\$0.00
Vendor ID: 2429		Name: ENVIRONMENTAL RESOURCE ASSOCIATES				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
	0478738	INV	7/14/2023	7/14/2023	\$148.94	ENVIRONMENTAL RESOURCE			\$148.94		
							Due				
Voucher(s): 1		Aged Totals:					\$148.94	\$0.00	\$148.94	\$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
	906028096	INV	8/10/2023	8/10/2023	\$20,049.82	4018 GAL BIOXIDE		\$20,049.82			
							Due				
Voucher(s): 1		Aged Totals:					\$20,049.82	\$20,049.82	\$0.00	\$0.00	\$0.00
Vendor ID: 221		Name: FEDERAL EXPRESS				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
	8-210-64443	INV	8/2/2023	8/2/2023	\$102.25	SHIPPING OF PACKAGE		\$102.25			
							Due				
Voucher(s): 1		Aged Totals:					\$102.25	\$102.25	\$0.00	\$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
	0243073	INV	7/26/2023	7/26/2023	\$105.06	AQUAVA DIAPH KIT			\$105.06		
							Due				
Voucher(s): 1		Aged Totals:					\$105.06	\$0.00	\$105.06	\$0.00	



City of Dickinson

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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
	0450914	INV	6/1/2023	6/1/2023	\$667.04	LF 2 FLG BR STRN F/MTR				\$667.04	
	0450914-1	INV	6/6/2023	6/6/2023	\$671.09	LF 2 FLG BRZ STRN F/MTR				\$671.09	
	0455063	INV	8/21/2023	8/21/2023	\$10,000.00	REG P/C USG 3/4 T10*X		\$10,000.00			
	WI007655	INV	8/23/2023	8/23/2023	\$5,981.41	BALL CURB, MEASURE CHMB		\$5,981.41			
							Due				
Voucher(s): 4		Aged Totals:					\$17,319.54	\$15,981.41	\$0.00	\$1,338.13	\$0.00

Vendor ID: 231		Name: FISHER SAND & GRAVEL 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
	2438	INV	7/31/2023	7/31/2023	\$17,315.48	56.36 & 276.63 TON MT COVEF		\$17,315.48			
							Due				
Voucher(s): 1		Aged Totals:					\$17,315.48	\$17,315.48	\$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
	9244	INV	8/21/2023	8/21/2023	\$1,015.00	AUG MO DATA PLAN W/VERIZ		\$1,015.00			
	9293	INV	8/21/2023	8/21/2023	\$435.03	AUG MONTHLY DATA PLAN W		\$435.03			
							Due				
Voucher(s): 2		Aged Totals:					\$1,450.03	\$1,450.03	\$0.00	\$0.00	\$0.00

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
	I2023.00051316	INV	6/30/2023	6/30/2023	\$240.00	AD FOR PUBLIC WORKS EVER				\$240.00	
	243407-1	INV	7/20/2023	7/20/2023	\$35.42	202402 2024 WATERMAIN & P			\$35.42		
	243524-1	INV	7/20/2023	7/20/2023	\$89.32	NOTICE OF PUBLIC HEARING			\$89.32		
	245648-1	INV	7/27/2023	7/27/2023	\$49.28	CITY OF DICKINSON REQ PRC			\$49.28		
	I2023.00077266	INV	7/31/2023	7/31/2023	\$360.00	LEGACY SQUARE ADVERTISII		\$360.00			
	251497-1	INV	8/17/2023	8/17/2023	\$24.94	NOTICE OF PUBLIC HEARING		\$24.94			
	254603-1	INV	8/28/2023	8/28/2023	\$24.32	HISTORIC PRESERVATION AC		\$24.32			
							Due				
Voucher(s): 7		Aged Totals:					\$823.28	\$409.26	\$174.02	\$240.00	\$0.00

Vendor ID: 500		Name: G.A. SADOWSKY & SON					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
	161474	INV	8/11/2023	8/11/2023	\$14.48	#12 ELECTRIC MOTOR GREAS		\$14.48			

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Voucher(s): 1		Aged Totals:		Due					
				\$14.48	\$14.48	\$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
	025106708	INV	7/18/2023	7/18/2023	\$355.32	CORSS FR MENS PANTS			\$355.32		

Voucher(s): 1		Aged Totals:		Due					
				\$355.32	\$0.00	\$355.32	\$0.00	\$0.00	

Vendor ID: 9733			Name: GEIGER MASON			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	
	MG 081623	INV	8/16/2023	8/16/2023	\$157.50	EMPLOYEE EXP-MASON GIEG		\$157.50				

Voucher(s): 1		Aged Totals:		Due					
				\$157.50	\$157.50	\$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
	16877	INV	8/10/2023	8/10/2023	\$13.07	1 1/2 X 16 GA PIANO HINGE		\$13.07			

Voucher(s): 1		Aged Totals:		Due					
				\$13.07	\$13.07	\$0.00	\$0.00	\$0.00	

Vendor ID: 6082			Name: GOOSENECK IMPLEMENT				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	
	10924542	INV	8/1/2023	8/1/2023	\$2,241.69	DIANOSTICS-ENGINE, VALVES		\$2,241.69				
	10928656	INV	8/7/2023	8/7/2023	\$69.99	CARBUETOR		\$69.99				
	10929444	INV	8/8/2023	8/8/2023	\$116.87	V-BELT		\$116.87				
	10929699	INV	8/8/2023	8/8/2023	\$115.69	V-BELTS		\$115.69				
	10930322	INV	8/9/2023	8/9/2023	\$189.27	MOWER BLADES (9)		\$189.27				
	10930699	INV	8/9/2023	8/9/2023	\$405.68	TURF GARD, OIL, ELEMENT FI		\$405.68				
	10934918	INV	8/15/2023	8/15/2023	\$117.82	2 FILTER ELEMENTS		\$117.82				
	10938026	INV	8/18/2023	8/18/2023	\$32.38	SHIELD		\$32.38				
	10939421	INV	8/21/2023	8/21/2023	\$87.45	OIL FILTER, SEAL		\$87.45				

Voucher(s): 9		Aged Totals:		Due					
				\$3,376.84	\$3,376.84	\$0.00	\$0.00	\$0.00	

Vendor ID: 3361			Name: GOVERNMENT FINANCE OFFICERS ASSOC				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
	2388983	INV	8/29/2023	8/29/2023	\$150.00	RENEWAL DUES-LINDA CARL		\$150.00			

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Voucher(s): 1		Aged Totals:					Due		\$150.00		\$150.00		\$0.00		\$0.00		\$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		
		38575		INV	7/29/2023	7/29/2023	\$11,083.85	REPLACE EXISTING COMPRE:				\$11,083.85						
Voucher(s): 1		Aged Totals:					Due		\$11,083.85		\$0.00		\$11,083.85		\$0.00		\$0.00	
Vendor ID: 4853		Name: GREAT NORTHERN ENVIRONMENTAL					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		
		4911		INV	7/24/2023	7/24/2023	\$16,669.40	LAMP, ANGLE BASE (40)				\$16,669.40						
		4957		INV	8/10/2023	8/10/2023	\$28,350.15	SCC UPGRADE, TOUCHSMAR		\$28,350.15								
Voucher(s): 2		Aged Totals:					Due		\$45,019.55		\$28,350.15		\$16,669.40		\$0.00		\$0.00	
Vendor ID: 258		Name: HACH 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		
		13695436		INV	8/10/2023	8/10/2023	\$432.75	CHEMICALS		\$432.75								
		13697562		INV	8/14/2023	8/14/2023	\$133.58	CHEMICAL		\$133.58								
Voucher(s): 2		Aged Totals:					Due		\$566.33		\$566.33		\$0.00		\$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		
		08232023		INV	8/25/2023	8/25/2023	\$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: 3500		Name: HELENA CHEMICAL 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		
		199098747		INV	7/5/2023	7/5/2023	\$3,428.00	FIRE-ZONE, LATI OG BOLD, GF				\$3,428.00						
Voucher(s): 1		Aged Totals:					Due		\$3,428.00		\$0.00		\$3,428.00		\$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		
		167975-22		INV	8/14/2023	8/14/2023	\$552.00	201601 NORTH INDUSTRIES U		\$552.00								
		200122-04		INV	8/14/2023	8/14/2023	\$9,722.25	202317 CITY OF DKN CONST A		\$9,722.25								
		200156-22		INV	8/14/2023	8/14/2023	\$3,684.75	202002 4TH AVE E URBAN RD		\$3,684.75								
		231016-02		INV	8/14/2023	8/14/2023	\$17,398.50	202306 THE DISTRICT		\$17,398.50								

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Voucher(s): 4		Aged Totals:		Due		\$31,357.50		\$31,357.50		\$0.00		\$0.00		\$0.00	
Vendor ID: 4271		Name: HIRSCHFELD, JOSEPH		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				
	JH 082123	INV	8/21/2023	8/21/2023	\$183.05	EMP EXP-JOE HIRSCHFELD		\$183.05							
Voucher(s): 1		Aged Totals:		Due		\$183.05		\$183.05		\$0.00		\$0.00		\$0.00	
Vendor ID: 2572		Name: HOTSY EQUIPMENT 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				
	SI029466	INV	8/4/2023	8/4/2023	\$1,520.00	POWERSHINE 55 GAL, BRAKC		\$1,520.00							
Voucher(s): 1		Aged Totals:		Due		\$1,520.00		\$1,520.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 2778		Name: HOUSTON ENGINEERING 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				
	66595	INV	8/16/2023	8/16/2023	\$20,254.06	202313 CELL 3B-5 & SIDEWALI		\$20,254.06							
Voucher(s): 1		Aged Totals:		Due		\$20,254.06		\$20,254.06		\$0.00		\$0.00		\$0.00	
Vendor ID: 5609		Name: IDEXX LABORATORIES		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				
	3131920911	INV	6/28/2023	6/28/2023	\$228.33	VESSELS W/ST & SB 200 PK				\$228.33					
	3132002818	INV	6/29/2023	6/29/2023	\$907.41	WP100I IRRADIATED COLILER				\$907.41					
Voucher(s): 2		Aged Totals:		Due		\$1,135.74		\$0.00		\$0.00		\$1,135.74		\$0.00	
Vendor ID: 2255		Name: INFORMATION TECHNOLOGY DEPT		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				
	DP072023.945.0	INV	7/31/2023	7/31/2023	\$656.40	SSL VPN CLIENT, AZURE AD F		\$656.40							
	TC072023.945.0	INV	7/31/2023	7/31/2023	\$16.75	PEXIP VIRTUAL MEETING ROC		\$16.75							
Voucher(s): 2		Aged Totals:		Due		\$673.15		\$673.15		\$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				
	4289470	INV	8/11/2023	8/11/2023	\$24.12	NAPKINS, BOWL CLEANER		\$24.12							
	4293846	INV	8/16/2023	8/16/2023	\$291.79	MISC CLEANING SUPPLIES		\$291.79							
	4296328	INV	8/18/2023	8/18/2023	\$77.81	STEPSTOOL, 3 STEP, FLDG, P		\$77.81							

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4297716	INV	8/21/2023	8/21/2023	\$16.28	BOWL, ULTRA, 12 OZ, 125 PK	\$16.28
4300202	INV	8/23/2023	8/23/2023	\$74.25	FRESHENER, AIR , GAIN	\$74.25
4304703	INV	8/28/2023	8/28/2023	\$341.67	PAPER, PLATS, ULTRALUX, SI	\$341.67

Voucher(s): 6				Aged Totals:		Due	\$825.92	\$825.92	\$0.00	\$0.00	\$0.00
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Vendor ID:	5222	Name:	JB'S WINDOW CLEANING				Class ID:		FED TAX CLAS:	SOLE PROP	
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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
	11081	INV	7/31/2023	7/31/2023	\$1,400.00	CITY HALL COMMERCIAL FULI		\$1,400.00			

Voucher(s): 1				Aged Totals:		Due	\$1,400.00	\$1,400.00	\$0.00	\$0.00	\$0.00
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Vendor ID:	293	Name:	JEROMES DISTRIBUTING 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
	2038862	INV	8/15/2023	8/15/2023	\$57.60	6 5 GAL KANDIYOHI DRINKING		\$57.60			
	2039126	INV	8/22/2023	8/22/2023	\$94.80	8 5 GAL KANDIYOHI DRINKING		\$94.80			

Voucher(s): 2				Aged Totals:		Due	\$152.40	\$152.40	\$0.00	\$0.00	\$0.00
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Vendor ID:	2310	Name:	JOHNSON CONTROLS FIRE PROTECTION LP				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
	51195259	INV	8/24/2023	8/24/2023	\$548.60	SERVICE WORK DONE ON UN		\$548.60			

Voucher(s): 1				Aged Totals:		Due	\$548.60	\$548.60	\$0.00	\$0.00	\$0.00
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Vendor ID:	3112	Name:	JUST-IN GLASS				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
	17548	INV	8/17/2023	8/17/2023	\$50.00	WINDSHIELD REPAIR		\$50.00			
	17570	INV	8/18/2023	8/18/2023	\$296.13	NEW WINDOW FRONT DOOR		\$296.13			

Voucher(s): 2				Aged Totals:		Due	\$346.13	\$346.13	\$0.00	\$0.00	\$0.00
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Vendor ID:	4359	Name:	KEY CONTRACTING, 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
	7729	INV	8/22/2023	8/22/2023	\$19,245.00	MANHOLE LINING FOR MISC A		\$19,245.00			

Voucher(s): 1				Aged Totals:		Due	\$19,245.00	\$19,245.00	\$0.00	\$0.00	\$0.00
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Vendor ID:	3525	Name:	KIRSCHENHEITER, DEB				Class ID:		FED TAX CLAS:	EMPLOYEE	
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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
	DK 08152023	INV	8/15/2023	8/15/2023	\$70.00	EMPLOYEE EXP-D KIRSCHENI		\$70.00			

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Voucher(s): 1		Aged Totals:		Due		\$70.00		\$70.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 1704		Name: KIWANIS CLUB		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				
	081523	INV	8/15/2023	8/15/2023	\$437.50	DUES FOR 05-15-23-12-31-23		\$437.50							
Voucher(s): 1		Aged Totals:		Due		\$437.50		\$437.50		\$0.00		\$0.00		\$0.00	
Vendor ID: 9736		Name: KLEINWACHTER ANTHONY		Class ID:		FED TAX CLAS:		REIMBURSEMENT							
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				
	BUY BACK 081723	INV	8/17/2023	8/17/2023	\$2,635.00	BUY BACK MAUSOLEUM SPAC		\$2,635.00							
Voucher(s): 1		Aged Totals:		Due		\$2,635.00		\$2,635.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 341		Name: LAWSON PRODUCTS 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				
	9310816062	INV	8/3/2023	8/3/2023	\$100.03	S/S SAE #72 HOSE CLAMPS		\$100.03							
	9310845837	INV	8/15/2023	8/15/2023	\$1,649.82	MISC ITEMS FOR PUBLIC WOF		\$1,649.82							
	9310851424	INV	8/17/2023	8/17/2023	\$18.89	THICK BUNA O RING		\$18.89							
Voucher(s): 3		Aged Totals:		Due		\$1,768.74		\$1,768.74		\$0.00		\$0.00		\$0.00	
Vendor ID: 2963		Name: LEINTZ, TRAVIS		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				
	TL 081523	INV	8/15/2023	8/15/2023	\$66.50	EMPLOYEE EXP-TRAVIS LEIN		\$66.50							
Voucher(s): 1		Aged Totals:		Due		\$66.50		\$66.50		\$0.00		\$0.00		\$0.00	
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				
	9494	INV	7/18/2023	7/18/2023	\$548.48	294X3.75X36 REPLACEMENT S			\$548.48						
Voucher(s): 1		Aged Totals:		Due		\$548.48		\$0.00		\$548.48		\$0.00		\$0.00	
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				
	37509768	INV	8/2/2023	8/2/2023	\$115.38	WELDING SUPPLIES		\$115.38							
	37641688	INV	8/12/2023	8/12/2023	\$102.50	MIG NOZZLE, CONTACT TIP		\$102.50							
Voucher(s): 2		Aged Totals:		Due		\$217.88		\$217.88		\$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
	134844	INV	7/31/2023	7/31/2023	\$62.00	JACKET ORDERED-SHELBY S		\$62.00			
	134992	INV	8/4/2023	8/4/2023	\$14.00	2 T-SHIRTS ORDERED-K TWA		\$14.00			
	135131	INV	8/9/2023	8/9/2023	\$25.00	CAP ORDERED BY DAN MCCA		\$25.00			
	135351	INV	8/18/2023	8/18/2023	\$60.00	3 POLOS ORDERED-DEB WAL		\$60.00			
	135397	INV	8/22/2023	8/22/2023	\$50.00	2 CAPS ORDERED-B PAZOUR		\$50.00			
Voucher(s): 5							Aged Totals:		Due		
									\$211.00	\$211.00	\$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
	C08544/D	INV	8/23/2023	8/23/2023	\$22.32	BULK FASTENERS-LS #7		\$22.32			
Voucher(s): 1							Aged Totals:		Due		
									\$22.32	\$22.32	\$0.00 \$0.00 \$0.00
Vendor ID: 357		Name: MANNS PLUMBING & HEATING					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
	21144	INV	7/22/2023	7/22/2023	\$500.00	CHANGE URINAL SOLENOID V		\$500.00			
Voucher(s): 1							Aged Totals:		Due		
									\$500.00	\$0.00	\$500.00 \$0.00 \$0.00
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
	45924	INV	8/8/2023	8/8/2023	\$8,403.04	REPLACED COMPRESSOR		\$8,403.04			
Voucher(s): 1							Aged Totals:		Due		
									\$8,403.04	\$8,403.04	\$0.00 \$0.00 \$0.00
Vendor ID: 5832		Name: MATTHEW BENDER & CO 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
	38005247	INV	8/14/2023	8/14/2023	\$28.58	ND CRT RULES ANNO 08/23 S		\$28.58			
Voucher(s): 1							Aged Totals:		Due		
									\$28.58	\$28.58	\$0.00 \$0.00 \$0.00
Vendor ID: 9744		Name: McCLINTIC ARIAH					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
	AM 072823	INV	7/28/2023	7/28/2023	\$962.50	EMPLOYEE EXP-ARIAH MCCLI		\$962.50			
Voucher(s): 1							Aged Totals:		Due		
									\$962.50	\$0.00	\$962.50 \$0.00

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Vendor ID: 6317		Name: McTAVISH STEELWORKS LTD				Class ID:		FED TAX CLAS: CORP - C			
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
	5509	INV	8/1/2023	8/1/2023	\$5,976.00	6' BLACK WORKBENCH		\$5,976.00			

Voucher(s): 1		Aged Totals:				Due					
						\$5,976.00	\$5,976.00	\$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
	34487	CRM	8/21/2023		(\$21.89)	RETURN SEALBEST DRIVEWAY		(\$21.89)			
	33547	INV	8/3/2023	8/3/2023	\$2.85	COPPER STRAPS		\$2.85			
	33555	INV	8/3/2023	8/3/2023	\$106.99	160 QT WHEEL BOX, TRASH C		\$106.99			
	33590	INV	8/4/2023	8/4/2023	\$2.46	EZ TOGGLE 10 PCS		\$2.46			
	33863	INV	8/9/2023	8/9/2023	\$32.94	MISC ITEMS FOR FORESTRY I		\$32.94			
	33873	INV	8/9/2023	8/9/2023	\$37.85	MISC ITEMS FOR FORESTRY		\$37.85			
	33901	INV	8/9/2023	8/9/2023	\$23.05	MISC ITEMS FOR SOLID WAST		\$23.05			
	33932	INV	8/10/2023	8/10/2023	\$53.28	ALUM PADLOCK, WASHERS, F		\$53.28			
	33941	INV	8/10/2023	8/10/2023	\$512.81	25LB BAG OIL DRI, CRACK SE		\$512.81			
	34101	INV	8/13/2023	8/13/2023	\$16.98	C-8 PK DURACELL BATTERIES		\$16.98			
	34210	INV	8/16/2023	8/16/2023	\$142.11	DAP ALEX + CAULK CLR, VULI		\$142.11			
	34349	INV	8/18/2023	8/18/2023	\$49.94	MISC CLEANING SUPPLIES-BF		\$49.94			
	34482	INV	8/21/2023	8/21/2023	\$97.79	MANHOLE REPAIRS		\$97.79			
	34593	INV	8/23/2023	8/23/2023	\$106.86	MISC ITEMS FOR FORESTRY		\$106.86			
	34661	INV	8/24/2023	8/24/2023	\$19.92	LP TANK EXCHANGE		\$19.92			
	34864	INV	8/29/2023	8/29/2023	\$428.88	VULKEM 45 SSL 2 PKGS		\$428.88			

Voucher(s): 16		Aged Totals:				Due					
						\$1,612.82	\$1,612.82	\$0.00	\$0.00	\$0.00	

Vendor ID: 370		Name: MIDWEST DOORS 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
	92823	INV	7/31/2023	7/31/2023	\$381.04	RHW TORSION SPRING, LABC		\$381.04			

Voucher(s): 1		Aged Totals:				Due					
						\$381.04	\$381.04	\$0.00	\$0.00	\$0.00	

Vendor ID: 5645		Name: MIDWEST LABORATORIES, 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



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1145316      INV      8/2/2023      8/2/2023      \$464.00      CHEMICALS      \$464.00

Voucher(s): 1		Aged Totals:		Due					
				\$464.00	\$464.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 1732      Name: MIDWEST TAPE      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
	504188017	INV	8/10/2023	8/10/2023	\$35.97	DIP CH AV		\$35.97			
	504188018	INV	8/10/2023	8/10/2023	\$109.45	DIP AV		\$109.45			
	504192480	INV	8/10/2023	8/10/2023	\$54.72	BC AV		\$54.72			
	504225074	INV	8/17/2023	8/17/2023	\$29.99	DIP AV		\$29.99			
	504225076	INV	8/17/2023	8/17/2023	\$29.99	BC AV		\$29.99			
	504225421	INV	8/18/2023	8/18/2023	\$71.23	DIP CH AV		\$71.23			
	504225422	INV	8/18/2023	8/18/2023	\$176.94	DIP AV		\$176.94			
	504225423	INV	8/18/2023	8/18/2023	\$69.72	BC AV		\$69.72			
	504257836	INV	8/24/2023	8/24/2023	\$35.98	DIP AV		\$35.98			
	504257837	INV	8/24/2023	8/24/2023	\$28.99	DIP CH AV		\$28.99			

Voucher(s): 10		Aged Totals:		Due					
				\$642.98	\$642.98	\$0.00	\$0.00	\$0.00	

Vendor ID: 984      Name: MINNESOTA VALLEY TESTING LAB 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
	1210532	INV	8/3/2023	8/3/2023	\$46.20	CHEMICALS		\$46.20			
	1210534	INV	8/3/2023	8/3/2023	\$138.71	CHEMICALS		\$138.71			
	1210543	INV	8/3/2023	8/3/2023	\$279.29	CHEMICALS		\$279.29			
	1210545	INV	8/3/2023	8/3/2023	\$138.71	CHEMICALS		\$138.71			
	1211127	INV	8/8/2023	8/8/2023	\$939.62	CHEMICALS		\$939.62			
	1211772	INV	8/11/2023	8/11/2023	\$46.20	CHEMICALS		\$46.20			
	1211788	INV	8/11/2023	8/11/2023	\$138.71	CHEMICALS		\$138.71			
	211771	INV	8/11/2023	8/11/2023	\$138.71	CHEMICALS		\$138.71			
	1211985	INV	8/14/2023	8/14/2023	\$332.75	CHEMICALS		\$332.75			
	1212669	INV	8/18/2023	8/18/2023	\$676.50	CHEMICALS		\$676.50			
	1212994	INV	8/21/2023	8/21/2023	\$46.20	CHEMICALS		\$46.20			
	1212996	INV	8/21/2023	8/21/2023	\$138.71	CHEMICALS		\$138.71			

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1213010	INV	8/21/2023	8/21/2023	\$279.29	CHEMICALS	\$279.29
1213020	INV	8/21/2023	8/21/2023	\$138.71	CHEMICALS	\$138.71

Voucher(s): 14				Aged Totals:		Due					
						\$3,478.31	\$3,478.31	\$0.00	\$0.00	\$0.00	

Vendor ID: 4944		Name: MINOT DAILY NEWS				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
	082223	INV	8/22/2023	8/22/2023	\$273.00	52 WEEKS-MINOT DAILY NEW		\$273.00			

Voucher(s): 1				Aged Totals:		Due					
						\$273.00	\$273.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 4286		Name: ND EDUCATORS SERVICE COOPERATIVE				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
	97912	INV	8/8/2023	8/8/2023	\$75.00	NDESC MEMBERSHIP FEE		\$75.00			

Voucher(s): 1				Aged Totals:		Due					
						\$75.00	\$75.00	\$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
	2023080302	INV	8/3/2023	8/3/2023	\$10.00	FIREFIGHTER RETEST		\$10.00			

Voucher(s): 1				Aged Totals:		Due					
						\$10.00	\$10.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 3266		Name: NDLTAP				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
	B-282	INV	8/22/2023	8/22/2023	\$200.00	TRAINING FOR WELDING BAS		\$200.00			

Voucher(s): 1				Aged Totals:		Due					
						\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 9742		Name: NEV PSYCHOLOGICAL CONSULTING, PLLC				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
	071323	INV	7/13/2023	7/13/2023	\$1,925.00	PSYCHOLOGICAL TESTING			\$1,925.00		

Voucher(s): 1				Aged Totals:		Due					
						\$1,925.00	\$0.00	\$1,925.00	\$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
	383985/1	INV	7/18/2023	7/18/2023	\$29.99	STIHL FULL SYNTH 2 CYCLE 6			\$29.99		
	384344/1	INV	7/30/2023	7/30/2023	\$53.02	FOOD SFET BCKT W/LID			\$53.02		
	384407/1	INV	8/1/2023	8/1/2023	\$6.29	FLAPPER KORKY PLUS CARD		\$6.29			
	384463/1	INV	8/3/2023	8/3/2023	\$28.73	DOWEL RMNWD		\$28.73			

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384604/1	INV	8/9/2023	8/9/2023	\$8.99	GULFWAX PARAFFIN WAX 1#	\$8.99
384612/1	INV	8/9/2023	8/9/2023	\$26.99	SPADE DRAIN WOOD ACE 16"	\$26.99
384614/1	INV	8/9/2023	8/9/2023	\$8.99	GASKET MAKE RTV ULT BLUE	\$8.99
384648/1	INV	8/10/2023	8/10/2023	\$94.72	CAULK BGSTRTCH CLR, FLEX	\$94.72
384823/1	INV	8/17/2023	8/17/2023	\$12.96	CORNER BRACES (4)	\$12.96
384832/1	INV	8/17/2023	8/17/2023	\$12.59	CM SCKT ADAPTER 1/2 DR 3/4	\$12.59
384911/1	INV	8/21/2023	8/21/2023	\$10.18	THIMBL WIRE ROPE, CLIP	\$10.18
384921/1	INV	8/21/2023	8/21/2023	\$24.42	LINK CHAIN QUICK	\$24.42
384944/1	INV	8/22/2023	8/22/2023	\$10.78	SANDPAPER , SANDING SPNC	\$10.78
384950/1	INV	8/22/2023	8/22/2023	\$16.19	ORNG PL WALL TXTR 10 OZ	\$16.19
384966/1	INV	8/22/2023	8/22/2023	\$1.34	PAINT STRAINR ELASTIC 1G	\$1.34
384969/1	INV	8/22/2023	8/22/2023	\$12.59	3/8" DRIPLESS 3 PK	\$12.59
384988/1	INV	8/23/2023	8/23/2023	\$3.22	COUPLE INSERT POLY 1"	\$3.22
385121/1	INV	8/28/2023	8/28/2023	\$2.19	FASTENER BY UNIT	\$2.19
385179/1	INV	8/29/2023	8/29/2023	\$45.88	SCREWDRV SET FX BAR 10 P	\$45.88

Voucher(s): 19		Aged Totals:		Due					
				\$410.06	\$327.05	\$83.01	\$0.00	\$0.00	

Name: NEWMAN SIGNS INC					Class ID:		FED TAX CLAS:			
Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
TRFINV048383	INV	8/4/2023	8/4/2023	\$3,815.03	MISC TRAFFIC SIGNS FOR CIT		\$3,815.03			

Voucher(s): 1		Aged Totals:		Due					
				\$3,815.03	\$3,815.03	\$0.00	\$0.00	\$0.00	

		Name: NORMONT EQUIPMENT CO.				Class ID:		FED TAX CLAS:		C CORP	
Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
30066	INV	7/14/2023	7/14/2023	\$6,649.55	KEYBOARD, CONTROLLER			\$6,649.55			
3967	INV	8/11/2023	8/11/2023	\$1,344.61	REBUILD WARTHOG CLASSIC		\$1,344.61				

Voucher(s): 2		Aged Totals:		Due					
				\$7,994.16	\$1,344.61	\$6,649.55	\$0.00	\$0.00	

Name: NORTHERN IMPROVEMENT CO(DIX)						Class ID:		FED TAX CLAS:		S CORP	
Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
D 44181	INV	7/24/2023	7/24/2023	\$16,504.00	ALLEYWAY #1			\$16,504.00			

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D 44182	INV	7/24/2023	7/24/2023	\$19,036.38	ALLEYWAY #2	\$19,036.38
D 44183	INV	7/24/2023	7/24/2023	\$18,647.76	ALLEYWAY #3	\$18,647.76
D 44184	INV	7/24/2023	7/24/2023	\$19,973.64	ALLEYWAY #4	\$19,973.64
D 44185	INV	7/24/2023	7/24/2023	\$16,186.60	ALLEYWAY #5	\$16,186.60
D 44186	INV	7/24/2023	7/24/2023	\$9,608.00	ALLEYWAY #6	\$9,608.00
D 44187	INV	7/24/2023	7/24/2023	\$12,137.74	ALLEYWAY #7	\$12,137.74
D 44188	INV	7/24/2023	7/24/2023	\$28,754.42	ALLEYWAY #8	\$28,754.42
D 44189	INV	7/24/2023	7/24/2023	\$14,623.32	ALLEYWAY #9	\$14,623.32
D 44190	INV	7/24/2023	7/24/2023	\$16,811.40	ALLEYWAY #10	\$16,811.40
D 44191	INV	7/24/2023	7/24/2023	\$18,124.52	ALLEYWAY #11	\$18,124.52
D 44192	INV	7/24/2023	7/24/2023	\$17,903.54	ALLEYWAY #12	\$17,903.54
D 44193	INV	7/24/2023	7/24/2023	\$17,979.74	ALLEYWAY #13	\$17,979.74
D 44194	INV	7/24/2023	7/24/2023	\$16,313.50	ALLEYWAY #14	\$16,313.50

Voucher(s): 14	Aged Totals:	Due				
		\$242,604.56	\$0.00	\$242,604.56	\$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
	2275746	INV	8/22/2023	8/22/2023	\$119.96	INSTALL 4 NOKIAN WRG TIRE		\$119.96			

Voucher(s): 1	Aged Totals:	Due				
		\$119.96	\$119.96	\$0.00	\$0.00	\$0.00

Vendor ID: 6093			Name: NUTRIEN AG SOLUTIONS, 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	
	52463456	INV	8/24/2023	8/24/2023	\$1,922.50	CHEMICALS		\$1,922.50				

Voucher(s): 1	Aged Totals:	Due				
		\$1,922.50	\$1,922.50	\$0.00	\$0.00	\$0.00

Vendor ID: 2780			Name: O'DONNELL, TODD				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	
	TO'D 081423	INV	8/14/2023	8/14/2023	\$42.00	EMPLOYEE EXP-TODD O'DON		\$42.00				

Voucher(s): 1	Aged Totals:	Due				
		\$42.00	\$42.00	\$0.00	\$0.00	\$0.00

Vendor ID: 2541			Name: O5 MOTORSPORTS, 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	
	234831	INV	8/7/2023	8/7/2023	\$148.92	KEY, HOLDER, BLADES		\$148.92				40

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Voucher(s): 1		Aged Totals:					Due				
							\$148.92	\$148.92	\$0.00	\$0.00	\$0.00
Vendor ID: 676		Name: ODIN					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
	23549	INV	8/15/2023	8/15/2023	\$13.00	STATEWIDE DATA 070123-063		\$13.00			
	23549A	INV	8/15/2023	8/15/2023	\$324.00	STATEWIDE AC-07-01-23-06-30		\$324.00			
	23549B	INV	8/15/2023	8/15/2023	\$9.00	STATEWIDE DATABASE 070123-063		\$9.00			
	23549C	INV	8/15/2023	8/15/2023	\$146.00	STATEWIDE AC-07-01-23-06-30		\$146.00			
	23609	INV	8/15/2023	8/15/2023	\$20,356.00	OPERAT EXP-07-01-23-06-30-2		\$20,356.00			
	23609A	INV	8/15/2023	8/15/2023	\$368.00	OPERATIN EXP-07-01-23-06-30		\$368.00			
	23609B	INV	8/15/2023	8/15/2023	\$264.00	OPERATIN EXP-07-01-23-06-30		\$264.00			
	23609C	INV	8/15/2023	8/15/2023	\$434.00	OPERATIN EXP-07-01-23-06-30		\$434.00			
Voucher(s): 8		Aged Totals:					Due				
							\$21,914.00	\$21,914.00	\$0.00	\$0.00	\$0.00
Vendor ID: 6251		Name: OFFICE OF ATTORNEY GENERAL					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
	K KLAUZER 2023	INV	8/29/2023	8/29/2023	\$35.00	APPLICATION FOR DETECTIO		\$35.00			
Voucher(s): 1		Aged Totals:					Due				
							\$35.00	\$35.00	\$0.00	\$0.00	\$0.00
Vendor ID: 9745		Name: OLSON CHRIS					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
	CO 072823	INV	7/28/2023	7/28/2023	\$962.50	EMPLOYEE EXP-CHRIS OLSON			\$962.50		
Voucher(s): 1		Aged Totals:					Due				
							\$962.50	\$0.00	\$962.50	\$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
	13992	INV	7/27/2023	7/27/2023	\$293.70	ASL GRIPPER CYLINDER PIN,			\$293.70		
	14024	INV	8/9/2023	8/9/2023	\$567.19	ASL GRIPPER CYLINDER PIN,		\$567.19			
Voucher(s): 2		Aged Totals:					Due				
							\$860.89	\$567.19	\$293.70	\$0.00	\$0.00
Vendor ID: 9655		Name: PATRIOT FIRE & SAFETY					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
	1728	INV	8/15/2023	8/15/2023	\$1,472.90	WORK DONE ON A SEAL LEAK		\$1,472.90			

System: 8/30/2023 4:49:08 PM

User Date: 8/30/2023

Page: 26

User ID: Marlease

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Voucher(s): 1

Aged Totals:

Due

\$1,472.90

\$1,472.90

\$0.00

\$0.00

\$0.00

Vendor ID: 5979

Name: PLATINUM MOTOR SPORTS 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

23092

INV

8/9/2023

8/9/2023

\$94.28

AIR FILTER KIT, 500CC OIL CH

\$94.28

Voucher(s): 1

Aged Totals:

Due

\$94.28

\$94.28

\$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

970824

INV

8/1/2023

8/1/2023

\$20.99

NAPA GOLD AIR FILTER

\$20.99

970945

INV

8/1/2023

8/1/2023

\$28.47

PUSH TYPE RETAINE

\$28.47

971058

INV

8/2/2023

8/2/2023

\$30.58

BLISTER PACK CAPS (450)

\$30.58

972285

INV

8/10/2023

8/10/2023

\$18.98

PUSH TYPE RETAINE

\$18.98

974847

INV

8/28/2023

8/28/2023

\$14.02

FHP LOW HORESE POWER

\$14.02

Voucher(s): 5

Aged Totals:

Due

\$113.04

\$113.04

\$0.00

\$0.00

\$0.00

Vendor ID: 4553

Name: PRAIRIE INDUSTRIES

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

10775

INV

7/31/2023

7/31/2023

\$1,410.72

1 STAFF, 3 & 4 INMATES PER I

\$1,410.72

Voucher(s): 1

Aged Totals:

Due

\$1,410.72

\$1,410.72

\$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

PSI 214127

INV

8/4/2023

8/4/2023

\$629.68

MISC NOZZLES, TIPS

\$629.68

PSI 214197

INV

8/8/2023

8/8/2023

\$324.24

CRIMP SLEEVES, COUPLERS

\$324.24

PSI 214217

INV

8/9/2023

8/9/2023

\$25.24

W-14 HP LINE

\$25.24

PSI 214734

INV

8/24/2023

8/24/2023

\$68.40

WASH BAY SUPPLIES

\$68.40

PSI 214856

INV

8/24/2023

8/24/2023

\$17.79

NOZZLE

\$17.79

PSI 214856A

INV

8/29/2023

8/29/2023

\$51.99

PRESSED STRAINER

\$51.99

Voucher(s): 6

Aged Totals:

Due

\$1,117.34

\$1,117.34

\$0.00

\$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

9161 070121

INV

7/26/2021

7/26/2021

\$54.54

CORRECTING CREDIT ON PO:

42

Section 2. Item B.

Voucher(s): 1		Aged Totals:		Due		\$54.54		\$0.00		\$0.00		\$0.00		\$54.54	
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-15341	INV	7/27/2023	7/27/2023	\$49.00	250 BUSINESS CARDS-R SHUI			\$49.00						
	PC-15470	INV	8/4/2023	8/4/2023	\$600.00	8 MAKERS MARKET CORRUG.		\$600.00							
	PC-15538	INV	8/9/2023	8/9/2023	\$300.00	4 WRISTBAND CORRUGATED		\$300.00							
	PC-15766	INV	8/22/2023	8/22/2023	\$45.00	50 8.5X11 TIGIRLILY FLYERS		\$45.00							
Voucher(s): 4		Aged Totals:		Due		\$994.00		\$945.00		\$49.00		\$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				
	15588	INV	7/27/2023	7/27/2023	\$90.00	INSIDE SPRAY FOR INSECTS			\$90.00						
Voucher(s): 1		Aged Totals:		Due		\$90.00		\$0.00		\$90.00		\$0.00		\$0.00	
Vendor ID: 4946		Name: QUEST ENGINEERING 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				
	00402242	INV	8/10/2023	8/10/2023	\$222.44	FTG, KRIMP, 1HOSEX1FJICSW		\$222.44							
Voucher(s): 1		Aged Totals:		Due		\$222.44		\$222.44		\$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				
	33788108	INV	8/2/2023	8/2/2023	\$297.19	ALLEN BRADLEY TERMINAL B		\$297.19							
Voucher(s): 1		Aged Totals:		Due		\$297.19		\$297.19		\$0.00		\$0.00		\$0.00	
Vendor ID: 3360		Name: RAILROAD MANAGEMENT CO III 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				
	486945	INV	7/27/2023	7/27/2023	\$344.67	LICENSE FEES 11/16/23-11/15/			\$344.67						
Voucher(s): 1		Aged Totals:		Due		\$344.67		\$0.00		\$344.67		\$0.00		\$0.00	
Vendor ID: 2428		Name: RAMKOTA HOTEL 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				
	171813	INV	8/7/2023	8/7/2023	\$264.60	GUEST SRVS-D KIRSCHENHE		\$264.60							
	171858	INV	8/7/2023	8/7/2023	\$294.00	GUEST SERVICES-J HIRSCHF		\$294.00							

City of Dickinson

Section 2. Item B.

Voucher(s): 2													Aged Totals:		Due		\$558.60		\$558.60		\$0.00		\$0.00		\$0.00		Section 2. Item B.			
Vendor ID: 4911			Name: RAMSEY LAW OFFICE PLLC					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	
													083023		INV	8/30/2023	8/30/2023	\$183.00		ALTER JUDGE HOURS OF WC			\$183.00							
Voucher(s): 1													Aged Totals:		Due		\$183.00		\$183.00		\$0.00		\$0.00		\$0.00					
Vendor ID: 5915			Name: RED ROCK FORD OF DICKINSON					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	
													5062281		INV	7/28/2023	7/28/2023	\$29.16		NUT-EXPANSION, SCREW & S					\$29.16					
													5062465		INV	8/2/2023	8/2/2023	\$30.96		SCREW & SPRINGS (12)			\$30.96							
													655462/1		INV	8/23/2023	8/23/2023	\$222.75		WORK DONE ON 2021 FORD F			\$222.75							
													5063533		INV	8/25/2023	8/25/2023	\$431.55		CANNISTER -FUEL			\$431.55							
													5063731		INV	8/29/2023	8/29/2023	\$76.68		AUTOMATIC TRAN OIL (12)			\$76.68							
Voucher(s): 5													Aged Totals:		Due		\$791.10		\$761.94		\$29.16		\$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	
													13453		INV	8/22/2023	8/22/2023	\$195.00		BUILD MOTOR MOUNT BRACK			\$195.00							
Voucher(s): 1													Aged Totals:		Due		\$195.00		\$195.00		\$0.00		\$0.00		\$0.00					
Vendor ID: 9584			Name: RICHARD KAYLA					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	
													KR 072623		INV	7/26/2023	7/26/2023	\$66.50		EMPLOYEE EX-KAYLA RICHAF					\$66.50					
													KR 081623		INV	8/16/2023	8/16/2023	\$84.00		EMPLOYEE EXP-KAYLA RICHAF			\$84.00							
Voucher(s): 2													Aged Totals:		Due		\$150.50		\$84.00		\$66.50		\$0.00		\$0.00					
Vendor ID: 720			Name: RICK'S PLUMBING & HEATING					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	
													19059		INV	8/16/2023	8/16/2023	\$8,638.00		50 GAL WATER HEATER, LABO			\$8,638.00							
Voucher(s): 1													Aged Totals:		Due		\$8,638.00		\$8,638.00		\$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	
													E000118		INV	7/31/2023	7/31/2023	\$925.00		CHEMICALS			\$925.00							
44																														



City of Dickinson

Section 2. Item B.

E000119      INV      7/31/2023      7/31/2023      \$600.00      CHEMICALS      \$600.00

Voucher(s): 2		Aged Totals:		Due							
				\$1,525.00		\$1,525.00		\$0.00		\$0.00	

Vendor ID: 5450      Name: ROCKY PLETAN HANDYMAN SERVICES      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
	082123	INV	8/21/2023	8/21/2023	\$750.00	MOWING MISC YARDS IN DIC		\$750.00			

Voucher(s): 1		Aged Totals:		Due							
				\$750.00		\$750.00		\$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
	61802	INV	7/5/2023	7/5/2023	\$70.00	SERVICE CALL REPAIR LOCK			\$70.00		

Voucher(s): 1		Aged Totals:		Due							
				\$70.00		\$0.00		\$70.00		\$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
	7713788	INV	8/3/2023	8/3/2023	\$10.99	CEMENT ALL PURPOSE 1/2 PI		\$10.99			
	7719636	INV	8/10/2023	8/10/2023	\$36.99	PANT M STORMFLEX BLACK 2		\$36.99			
	7719820	INV	8/10/2023	8/10/2023	\$31.67	NUTS, WASHERS		\$31.67			
	7720212	INV	8/10/2023	8/10/2023	\$34.14	PRESSURE PIPE 3/4"X 10' SCH		\$34.14			
	7720654	INV	8/11/2023	8/11/2023	\$8.59	DRAIN PLUG 4"		\$8.59			
	7721041	INV	8/11/2023	8/11/2023	\$334.36	ROUNDUP, BRUSH, BOOT SCI		\$334.36			
	7723239	INV	8/14/2023	8/14/2023	\$31.46	SPRAY PAINTER, HERCULINE		\$31.46			
	7724108	INV	8/15/2023	8/15/2023	\$36.36	BUTTERFLY REPLAC, PRO WI		\$36.36			
	7725342	INV	8/16/2023	8/16/2023	\$128.98	SHOP SUPPLIES		\$128.98			
	7729786	INV	8/22/2023	8/22/2023	\$20.97	GRINDING STONES		\$20.97			
	7730597	INV	8/23/2023	8/23/2023	\$1,250.00	SHOOTING GENERIC, NIGHTF		\$1,250.00			
	7730959	INV	8/23/2023	8/23/2023	\$78.02	TOWER FAN 42" BLACK 3SPD		\$78.02			
	7731270	INV	8/24/2023	8/24/2023	\$94.12	ROUNDUP CONC, BOLTS GR 1		\$94.12			

Voucher(s): 13		Aged Totals:		Due							
				\$2,096.65		\$2,096.65		\$0.00		\$0.00	

Vendor ID: 4512      Name: SANFORD HEALTH OCCUPATIONAL MEDICINE D      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
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City of Dickinson

Section 2. Item B.

722834      INV      8/1/2023      8/1/2023      \$1,407.75      CITY COURSE, DEPT RECERT      \$1,407.75

Voucher(s): 1		Aged Totals:		Due					
				\$1,407.75	\$1,407.75	\$0.00	\$0.00	\$0.00	

Vendor ID:	505	Name:	SANITATION PRODUCTS	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
	86590	INV	8/15/2023	8/15/2023	\$20,922.46	REMOVED & REBUILT RODDE		\$20,922.46			
	86677	INV	8/23/2023	8/23/2023	\$3,089.36	MODULE		\$3,089.36			

Voucher(s): 2		Aged Totals:		Due					
				\$24,011.82	\$24,011.82	\$0.00	\$0.00	\$0.00	

Vendor ID:	2781	Name:	SELLE, MARK	Class ID:		FED TAX CLAS:	EMPLOYEE
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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
	MS 081023	INV	8/10/2023	8/10/2023	\$42.00	EMPLOYEE EXP-MARK SELLE		\$42.00			

Voucher(s): 1		Aged Totals:		Due					
				\$42.00	\$42.00	\$0.00	\$0.00	\$0.00	

Vendor ID:	517	Name:	SERVICE PRINTERS	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
	69460	INV	7/31/2023	7/31/2023	\$392.80	2500 #10 ENVELOPES, 250 LAI		\$392.80			

Voucher(s): 1		Aged Totals:		Due					
				\$392.80	\$392.80	\$0.00	\$0.00	\$0.00	

Vendor ID:	2580	Name:	SOUTHWEST GRAIN(BULK)	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
	137814	INV	7/18/2023	7/18/2023	\$2,009.50	607.1 GAL DYED DIESEL			\$2,009.50		
	137881	INV	8/1/2023	8/1/2023	\$1,937.95	565 GAL DYED DIESEL		\$1,937.95			
	137912	INV	8/4/2023	8/4/2023	\$1,959.95	552.1 GAL DYED DIESEL		\$1,959.95			
	SX9 I18312	INV	8/4/2023	8/4/2023	\$35,550.00	MID GRADE UNLEADED, ROAI		\$35,550.00			
	137917	INV	8/9/2023	8/9/2023	\$1,745.67	480.9 GAL DYED DIESEL		\$1,745.67			
	137923	INV	8/15/2023	8/15/2023	\$1,719.90	461.1 GAL DYED DIESEL		\$1,719.90			
	SX9 I18921	INV	8/29/2023	8/29/2023	\$36,432.50	ROADMASTER, MID GRADE UI		\$36,432.50			

Voucher(s): 7		Aged Totals:		Due					
				\$81,355.47	\$79,345.97	\$2,009.50	\$0.00	\$0.00	

Vendor ID:	1041	Name:	SOUTHWEST WATER AUTHORITY	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
	04578.00 073123	INV	7/31/2023	7/31/2023	\$44.44	MONTHLY CONSUMPTION		\$44.44			

City of Dickinson

Section 2. Item B.

Voucher(s): 1		Aged Totals:					Due				
							\$44.44	\$44.44	\$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
	847938	INV	7/22/2023	7/22/2023	\$46.68	STANDARD SHIPMENT			\$46.68		
	850519	INV	7/29/2023	7/29/2023	\$132.77	STANDARD SHIPMENT			\$132.77		
	859759	INV	8/5/2023	8/5/2023	\$47.79	STANDARD SHIPMENT		\$47.79			
	862844	INV	8/12/2023	8/12/2023	\$46.16	STANDARD SHIPMENTS		\$46.16			
	866312	INV	8/19/2023	8/19/2023	\$46.37	STANDARD SHIPMENTS		\$46.37			
Voucher(s): 5		Aged Totals:					Due				
							\$319.77	\$140.32	\$179.45	\$0.00	\$0.00
Vendor ID: 2562		Name: STARION BOND SERVICES					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
	072823	INV	7/28/2023	7/28/2023	\$1,410,735.00	CITY OF DKN, SALES & HOSP			\$1,410,735.00		
Voucher(s): 1		Aged Totals:					Due				
							\$1,410,735.00	\$0.00	\$1,410,735.00	\$0.00	\$0.00
Vendor ID: 1574		Name: STATE HISTORICAL SOCIETY OF ND					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
	12603	INV	8/14/2023	8/14/2023	\$81.00	MICROFILM DUPLICATION OR		\$81.00			
Voucher(s): 1		Aged Totals:					Due				
							\$81.00	\$81.00	\$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
	13687	INV	7/6/2023	7/6/2023	\$133.97	MISC ITEMS FOR B/S			\$133.97		
	13705	INV	7/18/2023	7/18/2023	\$141.95	MISC ITEMS FOR B/S			\$141.95		
	13743	INV	8/28/2023	8/28/2023	\$113.49	SHAFT, SHARPENING, LABOR		\$113.49			
Voucher(s): 3		Aged Totals:					Due				
							\$389.41	\$113.49	\$275.92	\$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
	000073339	INV	8/15/2023	8/15/2023	\$770.00	SUPPORT FROM STONERIDG		\$770.00			
Voucher(s): 1		Aged Totals:					Due				
							\$770.00	\$770.00	\$0.00	\$0.00	\$0.00

City of Dickinson

Section 2. Item B.

Vendor ID: 538		Name: SW DISTRICT HEALTH UNIT/ WATER SAMPLES					Class ID: 1099		FED TAX CLAS: MEDICAL		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
	004544	INV	8/10/2023	8/10/2023	\$375.00	WATER ANALYSIS LS1061-107		\$375.00			
	004601	INV	8/21/2023	8/21/2023	\$375.00	WATER ANALYSIS LS1128-114		\$375.00			
							Due				
Voucher(s): 2		Aged Totals:					\$750.00	\$750.00	\$0.00	\$0.00	\$0.00
Vendor ID: 1884		Name: SW VICTIM WITNESS PROGRAM					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
	JULY 2023	INV	8/23/2023	8/23/2023	\$614.00	VICTIM WITNESS FEES FOR J		\$614.00			
							Due				
Voucher(s): 1		Aged Totals:					\$614.00	\$614.00	\$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
	G05925	INV	8/3/2023	8/3/2023	\$25,416.90	27.33 TON CR2 EMULSION		\$25,416.90			
	P94328	INV	8/22/2023	8/22/2023	\$190.15	AMP GAUGE		\$190.15			
							Due				
Voucher(s): 2		Aged Totals:					\$25,607.05	\$25,607.05	\$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
	STDINV17991	INV	8/14/2023	8/14/2023	\$525.75	LIFT STATION 11 PLC FAULTE		\$525.75			
							Due				
Voucher(s): 1		Aged Totals:					\$525.75	\$525.75	\$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
	18673617	INV	7/13/2023	7/13/2023	\$96.75	WIPER ARM			\$96.75		
	18697272	INV	8/1/2023	8/1/2023	\$152.50	AIR FILTERS, ENGINE FILTERS		\$152.50			
	18708243	INV	8/10/2023	8/10/2023	\$195.00	GRAPPLE HARNESS		\$195.00			
							Due				
Voucher(s): 3		Aged Totals:					\$444.25	\$347.50	\$96.75	\$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
	6884025-0001	INV	8/14/2023	8/14/2023	\$169.20	24 PR GLOVES		\$169.20			
	6893522-0001	INV	8/22/2023	8/22/2023	\$104.90	5LB & 10LB FIRE EXTINGUISH		\$104.90			
	6894248-0001	INV	8/23/2023	8/23/2023	\$20.00	TAPE, BARRIER, CAUTION/DA		\$20.00			

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City of Dickinson

Section 2. Item B.

Voucher(s): 3		Aged Totals:		Due		\$294.10		\$294.10		\$0.00		\$0.00		Section 2. Item B.	
Vendor ID: 6287		Name: 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				
	15352	INV	8/16/2023	8/16/2023	\$2,550.40	08/11/23 DICKINSON-SHAKOPI		\$2,550.40							
	15361	INV	8/19/2023	8/19/2023	\$296.61	DOT INSPECTION, SERVICE W		\$296.61							
	15386	INV	8/22/2023	8/22/2023	\$2,580.42	08-18-23 DICKINSON-SHAKOP		\$2,580.42							
Voucher(s): 3		Aged Totals:		Due		\$5,427.43		\$5,427.43		\$0.00		\$0.00		\$0.00	
Vendor ID: 4796		Name: TRI-ENERGY COOPERATIVE		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				
	8407A	INV	6/8/2023	6/8/2023	\$0.78	TAX NOT PAID ON PREV INVO					\$0.78				
	2451	INV	8/9/2023	8/9/2023	\$23.16	6.70 GAL PROPANE		\$23.16							
	8610	INV	8/9/2023	8/9/2023	\$39.42	11/40 GAL FULL GALLONS LP		\$39.42							
	820	INV	8/17/2023	8/17/2023	\$34.58	10 GAL PROPANE		\$34.58							
	4012	INV	8/21/2023	8/21/2023	\$20.75	FILLING OF PROPANE BOTTLE		\$20.75							
	2444	INV	8/22/2023	8/22/2023	\$4.20	PROPANE FILL/DUST CAPS		\$4.20							
	2708	INV	8/23/2023	8/23/2023	\$60.26	FILLING OF PROPANE BOTTLE		\$60.26							
	3446	INV	8/24/2023	8/24/2023	\$26.28	7.60 GAL PROPANE		\$26.28							
Voucher(s): 8		Aged Totals:		Due		\$209.43		\$208.65		\$0.00		\$0.78		\$0.00	
Vendor ID: 5616		Name: TUCKER,TYLER		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				
	TT 081023	INV	8/10/2023	8/10/2023	\$42.00	EMPLOYEE EXP-TYLER TUCK		\$42.00							
Voucher(s): 1		Aged Totals:		Due		\$42.00		\$42.00		\$0.00		\$0.00		\$0.00	
Vendor ID: 2832		Name: UNIVERSITY OF CHICAGO DISTRIBUTION		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				
	CM11976007	CRM	8/15/2023		(\$25.03)	RETURN OF FRIEGHT #119697		(\$25.03)							
	11969709	INV	8/14/2023	8/14/2023	\$117.39	BOOKS		\$117.39							
Voucher(s): 2		Aged Totals:		Due		\$92.36		\$92.36		\$0.00		\$0.00		\$0.00	

Section 2. Item B.

Vendor ID: 6063		Name: VIRTRA, 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
	213249	INV	3/29/2023	3/29/2023	\$17,493.19	ATTRIBUTE SET					\$17,493.19

		Due					
Voucher(s):	1	Aged Totals:	\$17,493.19	\$0.00	\$0.00	\$0.00	\$17,493.19

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
	33236	INV	8/10/2023	8/10/2023	\$123.10	LP PROPANE		\$123.10			
	339212	INV	8/14/2023	8/14/2023	\$2,155.71	543 GAL UNLEADED GAS		\$2,155.71			
	33440	INV	8/24/2023	8/24/2023	\$266.22	PROPANE BOTTLE		\$266.22			
	33493	INV	8/28/2023	8/28/2023	\$1,104.00	96 BLUE DEF 2.5 GAL JUGS		\$1,104.00			
	33530	INV	8/30/2023	8/30/2023	\$70.13	PROPANE BOTTLE		\$70.13			

Voucher(s): 5		Aged Totals:		Due					
				\$3,719.16	\$3,719.16	\$0.00	\$0.00	\$0.00	

Vendor ID: 1415		Name: WEST DAKOTA VETERINARY CLINIC 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
	240603	INV	8/2/2023	8/2/2023	\$99.24	OFFICE CALL & EXAM		\$99.24			

Voucher(s): 1		Aged Totals:		Due											
				\$99.24		\$99.24		\$0.00		\$0.00		\$0.00		\$0.00	

Vendor ID: 1736		Name: WEST PLAINS 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
	ID85432	INV	7/25/2023	7/25/2023	\$164.04	3 6 BOB BLADES			\$164.04		
	ID86473	INV	8/16/2023	8/16/2023	\$8.36	STUD-3 PRON		\$8.36			

Voucher(s): 2		Aged Totals:	Due				
			\$172.40	\$8.36	\$164.04	\$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
	AUG 2023	INV	8/24/2023	8/24/2023	\$1,264.00	AUG 2023 P/R WITHHOLDING		\$1,264.00			

Voucher(s): 1		Aged Totals:		Due					
				\$1,264.00	\$1,264.00	\$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
	CM615749	CRM	8/21/2023		(\$155.87)	RETURN CUSHION-SE		(\$155.87)			
	615478	INV	8/10/2023	8/10/2023	\$428.44	2 ELEMENT-AI		\$428.44			

City of Dickinson

Section 2. Item B.

615745	INV	8/21/2023	8/21/2023	\$155.87	CUSHION-SE	\$155.87
615749	INV	8/21/2023	8/21/2023	\$155.87	CUSHION-SE	\$155.87
615935	INV	8/28/2023	8/28/2023	\$20.42	SWITCH-DOO	\$20.42
615961	INV	8/29/2023	8/29/2023	\$3,164.39	RADIATOR	\$3,164.39

				Due		
Voucher(s):	6	Aged Totals:		\$3,769.12	\$3,769.12	\$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:	170	\$2,567,344.89	\$733,994.73	\$1,813,087.78	\$2,714.65	\$17,547.73



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

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

CITY OF DICKINSON  
LINDA CARLSON  
38 1ST ST W  
DICKINSON ND 58601-510638

\*\*00000000

Account ID

Account Number

Payment Due Date SEP 01, 2023

Amount Due \$18,714.96

Current Balance \$18,714.96

Amount Enclosed \$

To ensure your payment is posted promptly,  
please submit all payments to:  
PO BOX 846451  
KANSAS CITY, MO 64184-6451

80000001883861111 001871496001871496

Please detach and return with your payment

## ACCOUNT MESSAGES

*Visa Purchasing*

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

CITY OF DICKINSON

TOTAL CORPORATE ACTIVITY

\$45,802.11

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-18	08-18		AUTO PAYMENT - THANK YOU!	\$45,802.11CR

## FINANCE CHARGE SUMMARY

	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
PURCHASES	\$0.00	0.0000%	00.00%	\$0.00
CASH ADVANCES	\$0.00	0.0360%	13.15%	\$0.00

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

Account ID

Account Summary

Account Number

Statement Date

Payment Due Date

AUG 25, 2023

SEP 01, 2023

Credit Limit

Available Credit

\$120,000.00

\$101,285.04

Amount Due

\$18,714.96

Disputed Amount

\$0.00

Previous Balance \$45,802.11

Purchases & Other Charges \$18,732.50

Cash Advances \$0.00

Cash Advance Fees \$0.00

Late Charges \$0.00

Finance Charges \$0.00

Credits \$17.54

Payments \$45,802.11

New Balance \$18,714.96



Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY				
LEONARD SCHWINDT		PURCHASES	CASH ADVANCES	CREDITS
		\$34.99	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$34.99
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-22	08-21	24011343233000025792458	UDEMY: ONLINE COURSES HTTPSWWW.UDEMCA	34.99

CARDHOLDER ACTIVITY				
FIRE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS
		\$2,284.95	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$2,284.95
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-11	24202983225030082690594	IAAI 410-451-3473 MD	128.00
08-14	08-12	24692163224104550095045	AMZN Mktp US*TO9QV3L00 Amzn.com/billWA	96.93
08-17	08-16	24226383229091002697045	WAL-MART #1567 DICKINSON ND	51.02
08-18	08-18	24692163230109021448626	INT'L CODE COUNCIL INC 888-422-7233 IL	181.00
08-22	08-21	24226383234091006320191	WAL-MART #1567 DICKINSON ND	139.00
08-24	08-23	24492153235743251484717	BADGEANDWALLET.COM 914-236-1260 NY	1,689.00

CARDHOLDER ACTIVITY				
GARY ZUROFF		PURCHASES	CASH ADVANCES	CREDITS
		\$250.00	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$250.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-12	24692163224104466306569	UND-EXTENDED LEARNING- 701-777-0488 ND	250.00

CARDHOLDER ACTIVITY				
RITA BINSTOCK		PURCHASES	CASH ADVANCES	CREDITS
		\$461.00	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$461.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-23	08-22	24492163234000035740827	ECONOMIC DEVELOPMENT A EDND.ORG ND	275.00
08-23	08-22	24492153234745097674626	EB FUSION 2023 801-413-7200 CA	186.00

Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY				
JOE HIRSCHFELD		PURCHASES	CASH ADVANCES	CREDITS
		\$18.01	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$18.01
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-10	24427333223710031712974	CHICK-FIL-A #04600 BISMARCK ND	18.01

CARDHOLDER ACTIVITY				
JADE PRAUS		PURCHASES	CASH ADVANCES	CREDITS
		\$160.89	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$160.89
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-12	24692163224104682438899	APPLE.COM/BILL 866-712-7753 CA	10.99
08-24	08-23	24011343235000041807528	CANVA* I03886-54356996 HTTPSCANVA.CODE	149.90

CARDHOLDER ACTIVITY				
GRANT CARLSON		PURCHASES	CASH ADVANCES	CREDITS
		\$396.84	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$396.84
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-11	24431063223083739705089	AMAZON.COM*TA40B7YU0 AMZNAMZN.COM/BILLWA	149.69
08-16	08-15	24431063227083321904088	AMAZON.COM*TO5DP4GV1 AMZNAMZN.COM/BILLWA	3.50
08-22	08-21	24692163233101958164521	AMZN Mktp US*TQ0S67E41 Amzn.com/billWA	243.65

CARDHOLDER ACTIVITY				
DEB KIRSCHENHEITER		PURCHASES	CASH ADVANCES	CREDITS
		\$17.10	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$17.10
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-23	08-22	24137463235001401687828	USPS PO 3724000905 DICKINSON ND	17.10

Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p><b>CITY OF DICKINSON</b></p> <p>Account ID</p> <p>8000-0018-8386</p>			

CARDHOLDER ACTIVITY				
POLICE DEPARTMENT TRAVEL		PURCHASES	CASH ADVANCES	CREDITS
		\$669.81	\$0.00	\$0.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-17	08-16	24034543228001774340270	MARATHON PETRO261917 MAPLETON ND	81.81
08-18	08-16	24323003229036536663308	HOMEWOOD SUITES FARGO ND	294.00
		CHECK IN DATE:08-13-23 CONFIRMATION #:53666330 NUMBER OF NIGHTS:03		
08-18	08-16	24323003229036536614756	HOMEWOOD SUITES FARGO ND	294.00
		CHECK IN DATE:08-13-23 CONFIRMATION #:53661475 NUMBER OF NIGHTS:03		

CARDHOLDER ACTIVITY				
POLICE DEPT TRAVEL 2		PURCHASES	CASH ADVANCES	CREDITS
		\$520.32	\$0.00	\$0.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-10	24316053223548728137024	SHELL OIL10084458016 DEVILS LAKE ND	86.52
08-14	08-11	24755423224282249181988	SPIRIT LAKE CASINO AND RE701-7664747 ND	345.60
		CHECK IN DATE:08-07-23 CONFIRMATION #:RSLC19BD4		
08-18	08-16	24755423229172291390774	HOME 2 SUITES BISMARK 701-7513400 ND	88.20
		CHECK IN DATE:08-15-23 CONFIRMATION #:00535799		

CARDHOLDER ACTIVITY				
MICHAEL HANEL		PURCHASES	CASH ADVANCES	CREDITS
		\$396.28	\$0.00	\$17.54
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-16	08-15	24793383227003083450132	DRI*FabulaTech Minnetonka MN	287.29
08-17	08-16	74793383228316418510139	DRI*FabulaTech Minnetonka MN	17.54CR
08-18	08-17	24692163229108519594886	AMZN Mktp US*TO8GS6IPO Amzn.com/billWA	99.99
08-21	08-20	24492163232000005888848	PROBOARDS, INC. HTTPSPROBOARDCA	9.00

Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY				
TRAVIS HOLDING EAGLE		PURCHASES	CASH ADVANCES	CREDITS
		\$116.46	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$116.46
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-16	08-14	24137463227100430138116	MENARDS DICKINSON ND DICKINSON ND	61.48
08-22	08-21	24445003234400190183951	WM SUPERCENTER #1567 DICKINSON ND	54.98

CARDHOLDER ACTIVITY				
ANIMAL SHELTER		PURCHASES	CASH ADVANCES	CREDITS
		\$77.31	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$77.31
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-21	08-18	24316053231548368532435	SHELL OIL10083952019 MINOT ND	34.39
08-22	08-21	24941663234838006470494	GAS STOP MINOT ND	42.92

CARDHOLDER ACTIVITY				
MUSEUM		PURCHASES	CASH ADVANCES	CREDITS
		\$766.61	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$766.61
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-13	24011343225000038114567	SP COLOR MINTED LLC HTTPSCOLORMINCO	202.25
08-16	08-15	24226383228091007840468	WAL-MART #1567 DICKINSON ND	20.08
08-18	08-17	24755423229292293224589	ATLAS SCREENPRINTING 352-3734975 FL	544.28

CARDHOLDER ACTIVITY				
ROBERT FUHRMAN		PURCHASES	CASH ADVANCES	CREDITS
		\$100.00	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$100.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-16	08-15	24492163227000042869329	NAPCOMMISSIONS HTTPSNAPCOMMIVA	100.00

Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY				
AARON PRAUS		PURCHASES	CASH ADVANCES	CREDITS
		\$529.80	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$529.80
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-16	08-15	24011343227000041835081	FC* ND SOLID WASTE FLIPCAUSE.COMCA	529.80

CARDHOLDER ACTIVITY				
DUSTIN DASSINGER		PURCHASES	CASH ADVANCES	CREDITS
		\$50.00	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$50.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-22	08-21	24492153233852881086461	ICMA ONLINE 202-289-4262 DC	50.00

CARDHOLDER ACTIVITY				
PURCHASING DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS
		\$2,429.56	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$2,429.56
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-12	24692163224104337484652	AMZN Mktp US*TO1FX9CU1 Amzn.com/billWA	67.53
08-14	08-12	24164073225105100480503	STAPLS7613119209000001 877-8267755 NY	79.99
08-15	08-14	24692163226106309285965	Amazon.com*TO9613V10 Amzn.com/billWA	217.60
08-16	08-15	24108383227083330730114	SHOPLET.COM 800-757-3015 FL	88.92
08-16	08-15	24108383227083328029792	SHOPLET.COM 800-757-3015 FL	40.96
08-17	08-16	24692163228107899590747	AMZN Mktp US*TQ6EZ6O02 Amzn.com/billWA	12.99
08-18	08-16	24445003229100311066351	WALMART.COM 8009666546 800-966-6546 AR	37.87
08-17	08-17	24692163229108312140499	AMZN Mktp US*TO1NM96H1 Amzn.com/billWA	39.28
08-18	08-17	24692163229108750632106	AMZN Mktp US*TO6V762H1 Amzn.com/billWA	174.95
08-18	08-17	24431063229083315370690	AMZN MKTP US*TQ3DC7JY2 AMAMZN.COM/BILLWA	173.99
08-21	08-19	24692163231109831477434	AMZN Mktp US*TQ5VI2LR0 Amzn.com/billWA	22.65
08-21	08-20	24692163232101034631221	AMZN Mktp US*TQ4GZ2EP0 Amzn.com/billWA	15.16
08-22	08-21	24692163233101808695856	AMZN Mktp US*TQ9YK4X70 Amzn.com/billWA	158.00
08-22	08-21	24690293233017025357814	SHOPKEEP.COM 800-820-9814 NY	20.00
08-23	08-22	24692163234102488598427	AMZN Mktp US*TQ7D19B30 Amzn.com/billWA	47.69
08-23	08-22	24108383234083316527899	SHOPLET.COM 800-757-3015 FL	173.24
08-23	08-22	24692163234102909184591	AMZN Mktp US*TQ2EW25Y1 Amzn.com/billWA	29.00
08-24	08-23	2469216323510319177323	AMZN Mktp US*TQ08B9W22 Amzn.com/billWA	237.80
08-24	08-23	24692163235103390189080	AMZN Mktp US*TQ92L1QC1 Amzn.com/billWA	79.00
08-24	08-23	24431063235083318516580	AMZN MKTP US*T35B18OF2 AMAMZN.COM/BILLWA	236.94
08-25	08-24	24431063236083310061964	AMAZON.COM*TQ1F0RPO AMZNAMZN.COM/BILLWA	476.00

Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY				
LORETTA MARSHIK		PURCHASES	CASH ADVANCES	CREDITS
		\$30.00	\$0.00	\$0.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-21	08-18	24692163230109696597657	NDRIN *ND RECRDS COPY 701-364-1280 ND	30.00

CARDHOLDER ACTIVITY				
DUANE ZASTOUPIL		PURCHASES	CASH ADVANCES	CREDITS
		\$1,500.00	\$0.00	\$0.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-17	08-16	24692163228107631745005	UND-EXTENDED LEARNING- 701-777-0488 ND	1,250.00
08-18	08-17	24692163229108460133536	UND-EXTENDED LEARNING- 701-777-0488 ND	250.00

CARDHOLDER ACTIVITY				
MATT HANSON		PURCHASES	CASH ADVANCES	CREDITS
		\$392.04	\$0.00	\$0.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-10	24270743223900018032649	ACTION TARGETS 800-7790182 MN	392.04

CARDHOLDER ACTIVITY				
DAVID WILKIE		PURCHASES	CASH ADVANCES	CREDITS
		\$22.80	\$0.00	\$0.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-24	08-23	24137463236001377619044	USPS KIOSK 3724009550 DICKINSON ND	22.80

Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY				
CINDY THRONBURG		PURCHASES	CASH ADVANCES	CREDITS
		\$511.00	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$511.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-22	08-21	24138293234026908830218	U OF M ACCT REC OL 2 612-624-0929 MN	306.00
08-23	08-23	24793383235000575215858	ND Library Association Bismarck ND	45.00
08-23	08-23	24793383235000575265853	ND Library Association Bismarck ND	160.00

CARDHOLDER ACTIVITY				
POLICE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS
		\$553.61	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$553.61
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-11	24755423223262238408346	SPIRIT LAKE CASINO AND RE701-7664747 ND	345.60
		CHECK IN DATE:08-07-23		
		CONFIRMATION #:RSLC19BD6		
08-17	08-16	24435653228762155504469	GALLS 859-266-7227 KY	208.01

CARDHOLDER ACTIVITY				
RACHEL SHUMAKER		PURCHASES	CASH ADVANCES	CREDITS
		\$131.28	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$131.28
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-15	08-14	24692163226106165524465	AMZN Mktp US*TO9004A71 Amzn.com/billWA	24.57
08-21	08-19	24943003231400172000058	PIZZA HUT 033427 DICKINSON ND	106.71

CARDHOLDER ACTIVITY				
DENVER FOWLER		PURCHASES	CASH ADVANCES	CREDITS
		\$1,830.44	\$0.00	\$0.00
				TOTAL ACTIVITY
				\$1,830.44
Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-14	08-10	24231683223837001957406	ALBERTSONS #4012 GLASGOW MT	134.75
08-14	08-11	24034543223001193897160	CONOCO - EZZIES WHOLESALHINSDALE MT	38.01
08-15	08-14	24034543226001556639206	CONOCO - EZZIES MIDTOWN GLASGOW MT	26.50
08-16	08-14	24231683227837001847520	ALBERTSONS #4012 GLASGOW MT	486.45

Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY						
DENVER FOWLER			PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
			\$1,830.44	\$0.00	\$0.00	\$1,830.44
Post Date	Tran Date	Reference Number	Transaction Description			Amount
08-16	08-15	24034543227001635587037	CONOCO - EZZIES WHOLESALHINSDALE MT			39.07
08-21	08-18	24034543231002101614507	CONOCO - EZZIES WHOLESALHINSDALE MT			12.27
08-23	08-21	24055233234750005158166	COTTONWOOD INN AND SUITE GLASGOW MT			50.00
		CHECK IN DATE:08-21-23	NUMBER OF NIGHTS:01			
		CONFIRMATION #:1000515816				
08-23	08-21	24231683234837001852166	ALBERTSONS #4012 GLASGOW MT			414.23
08-23	08-21	24034543234002403096327	CONOCO - EZZIES MIDTOWN GLASGOW MT			5.00
08-23	08-21	24034543234002403096319	CONOCO - EZZIES MIDTOWN GLASGOW MT			23.87
08-23	08-21	24034543234002403096301	CONOCO - EZZIES MIDTOWN GLASGOW MT			60.29
08-23	08-21	24091623234017018500307	SOCIETY OF VERTEBRATE 301-634-7024 VA			540.00

CARDHOLDER ACTIVITY					
JOEL WALTERS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$852.44	\$0.00	\$0.00	\$852.44
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-14	08-10	24733093223258000036222	M&H #22 DICKINSON ND		5.99
08-21	08-15	24000973230280105013898	THE GRUB TUB 701-3535524 ND		273.25
08-18	08-17	24226383230091000306042	WAL-MART #1567 DICKINSON ND		39.50
08-21	08-17	24733093230258000056973	M&H #22 DICKINSON ND		11.98
08-21	08-19	24204293230000247786632	FACEBK 5ECKSQTN22 650-5434800 CA		250.00
08-22	08-21	24204293233000213853074	FACEBK AG1YKRXN22 650-5434800 CA		47.97
08-22	08-21	24204293233376038909949	FACEBK F2GT2RFN22 650-5434800 CA		36.30
08-24	08-23	24445003236400180754793	WM SUPERCENTER #1567 DICKINSON ND		187.45

CARDHOLDER ACTIVITY					
CHRISTOPHER KIMMERLE		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$700.00	\$0.00	\$0.00	\$700.00
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-18	08-17	24692163229108809423648	IN *CERBERUS SECURITY LLC DICKINSON ND		700.00



Statement Date	AUG 25, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	SEP 01, 2023
Cash Advance Balance	\$0.00	Amount Due	\$18,714.96
Available Credit	\$101,285.04	New Balance	\$18,714.96
<p align="center"><b>CITY OF DICKINSON</b></p> <p align="center">Account ID</p> <p align="center">8000-0018-8386</p>			

CARDHOLDER ACTIVITY					
DANIELLE KAPPEL		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$254.89	\$0.00	\$0.00	\$254.89
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-18	08-17	24226383230091004328646	WAL-MART #1567 DICKINSON ND		94.89
08-23	08-23	24793383235000575145857	ND Library Association Bismarck ND		160.00

CARDHOLDER ACTIVITY					
RACHEL WALDO		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$22.98	\$0.00	\$0.00	\$22.98
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-15	08-14	24692163226106136778638	AMZN Mktp US*TO5AC9GK0 Amzn.com/billWA		13.99
08-17	08-16	24692163228107720697075	AMZN Mktp US*TO82G4S90 Amzn.com/billWA		8.99

CARDHOLDER ACTIVITY					
AARON MEYER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$2,651.09	\$0.00	\$0.00	\$2,651.09
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-14	08-11	24692163223103668959820	AMZN Mktp US*IA2TA5Y90 Amzn.com/billWA		88.74
08-14	08-11	24692163223103883946354	AMZN Mktp US*TO6UZ9O90 Amzn.com/billWA		28.98
08-14	08-11	24431063223083727026621	AMZN MKTP US*TO0WQ8EG2 AMAMZN.COM/BILLWA		79.50
08-14	08-12	24692163224104500534226	AMZN Mktp US*TO73C4PO2 Amzn.com/billWA		109.99
08-14	08-13	24164073225105139628775	STAPLES DIRECT 800-3333330 MA		1,156.44
08-15	08-14	24198803226332655227662	PAYPAL *FASTSPRING TEC SAN JOSE CA		11.21
08-17	08-16	24692163228108013148925	Amazon.com*TO5Y64780 Amzn.com/billWA		135.99
08-18	08-17	24164073229105140803041	STAPLES DIRECT 800-3333330 MA		203.77
08-18	08-17	24164073229105140803876	STAPLES DIRECT 800-3333330 MA		24.90
08-21	08-19	24164073232105797934052	Staples Inc 800-3333330 MA		294.94
08-21	08-20	24164073232105797934052	Staples Inc 800-3333330 MA		290.63
08-23	08-22	24011343235000000861946	WWW.UI.COM WWW.UI.COM NY		77.00
08-24	08-23	24011343235000040725747	SP SHOPIFY HARDWARE HTTPSCHECKOUTMA		149.00

## Please Approve the following Manual Checks on 09-05-2023

CB08182023	COMMERCE BANK CREDIT CARD
CK#125068	ROUGH RIDER ELECTRIC COOP
CK#125098	VERIZON
CK#125008	DVRCC
CK#124873	PORTS-TO PLAINS ALLIANCE
CK#124874	PRINCIPAL LIFE INSURANCE CO
CK#124875	ASHLEY WINELAND
CK#124876	TIGERLILY GOLD
CK#124877	CONSOLIDATED COMM NETWORKS
CK#124878	MONTANA DAKOTA UTILITIES

### PAYROLL TRANSACTIONS FROM PAY DATE 8/11/2023

<u>GROSS WAGES</u>	\$	578,959.68
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<u>NET WAGES</u>	\$	406,739.56
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<u>TAXES</u>	\$	46,074.64
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FEDERAL	\$	83,753.04
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FICA	\$	5,628.09
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STATE		
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### PENSIONS

DEFINED BENEFIT - EE	\$	2,409.28
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DC-A EE	\$	3,160.80
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DC-A ER	\$	-
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NDPERS EE	\$	26,231.20
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NDPERS ER	\$	35,139.51
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### PAYROLL TRANSACTIONS FROM PAY DATE 8/25/2023

<u>GROSS WAGES</u>	\$	581,465.84
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<u>NET WAGES</u>	\$	408,627.86
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### TAXES

FEDERAL	\$	46,146.95
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FICA	\$	84,084.68
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STATE	\$	5,581.76
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### PENSIONS

DEFINED BENEFIT - EE	\$	2,362.82
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DC-A EE	\$	3,172.87
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DC-A ER	\$	-
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NDPERS EE	\$	26,458.01
NDPERS ER	\$	35,359.62

\$45,802.11  
\$23,553.27  
\$5,737.03  
\$3,150.03  
\$500.00  
\$16,315.21  
\$5,000.00  
\$8,500.00  
3,272.30  
\$83,515.09

Forfeitures Applied

Forfeitures Applied

## **Memorandum**

To: City Commission of the City of Dickinson  
 From: Christina M. Wenko, City Attorney  
 Date: 8/31/2023  
 Re: Appointment City Officers

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In light of recent open records requests for various oaths of office for appointed City Officials, it appears that many City Officials have not formally accepted appointment through the City Commission or have not signed a written oath of office.

Dickinson Municipal Code § 2.12.010 provides as follows:

**Section 2.12.010 Enumerated**

The board of city commissioners at their first meeting after their qualification, or as soon thereafter as possible, shall appoint the following officers: Treasurer; auditor; attorney; one or more assessors; a public health officer; a street commissioner; chief of the fire department; a board of public works; chief of police; one or more policemen, city engineer and such other officers or boards as the board of city commissioners may deem necessary; provided, that the board of city commissioners, by a majority vote, may dispense with the offices which in its judgment are unnecessary and provide that the duties thereof shall be performed by other officers or boards, by the board of city commissioners or by a committee thereof. (Code 1958, § 2-20.) *For similar state law, see NDCC, § 40-15-05.*

NDCC § 40-15-05 provides as follows and is consistent with Dickinson Municipal Code § 2.12.010:

**40-15-05. Appointive officers in commission cities - Right to dispense with offices.**

At the first meeting after the qualification of its members, or as soon thereafter as possible, the board of city commissioners shall appoint the following officers:

1. A treasurer;
2. An auditor;
3. An attorney;
4. One or more assessors;
5. A city health officer who shall be a physician;
6. A street commissioner;
7. A chief of the fire department;
8. A chief of police;
9. One or more police officers;
10. A city engineer;
11. A board of public works; and
12. Such other officers or boards as the board of city commissioners may deem necessary.

The board of city commissioners by a majority vote may dispense with any appointive office and provide that the duties thereof shall be performed by other officers or boards, by the board of city commissioners, or by a committee or committees thereof.

Furthermore, NDCC § 40-15-05 provides as follows:

**44-01-05. Oath of civil officers.**

Each civil officer in this state before entering upon the duties of that individual's office shall take and subscribe the oath prescribed in section 4 of article XI of the Constitution of North Dakota. The oath must be endorsed upon the back of, or attached to, the commission, appointment, or certificate of election. The term civil officer includes every elected official and any individual appointed by such elected official; any individual appointed by the governor and required by section 16.1-09-02 to file a statement of interests with the secretary of state; appointed member of any state authority, board, bureau, commission, and council; and the appointed head of any state agency and agency division, whether the individual serves with or without compensation. Except for an individual appointed to fill a vacancy existing in the legislative assembly, the term does not include any individual receiving a legislative appointment. For purposes of this chapter and chapter 44-05, the term civil officer has the same meaning as public officer.

Because Dickinson's Municipal Code provides for certain appointed positions, those positions should be officially appointed with the officers signing written oaths of office. In practice, the City has been treating appointed positions like they are filled by employees. The City may by ordinance list positions as employee positions, which would not require an oath of office and would be consistent with the City's current process.

In conjunction with advice given by the League of Cities and ND Attorney General's Office, the City may, under its Home Rule Charter, amend its ordinances to state certain positions are employed positions.

The Code changes for this ordinance include distinguish which positions are appointed and which are non-appointed/employed positions.

**ORDINANCE NO. 2023****AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 2.12 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO CHAPTER 2 ADMINISTRATION – APPOINTIVE OFFICERS**

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

**Section 1:** Article 2.12 of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

**Article 2.12 ~~Appointive City~~ Officers****Sections:**

<b>2.12.00E</b>	<b>Editor's note to Article 2.12</b>
<b>2.12.010</b>	<b>Enumerated</b>
<b>2.12.020</b>	<b>Salary</b>
<b>2.12.030</b>	<b>Terms</b>
<b>2.12.040</b>	<b>Bonds</b>
<b>2.12.050</b>	<b>Duties--Generally</b>
<b>2.12.055</b>	<b>City Administrator</b>
<b>2.12.060</b>	<b>Same--Assessor</b>
<b>2.12.070</b>	<b>Same--Attorney</b>
<b>2.12.080</b>	<b>Same--Auditor</b>
<b>2.12.090</b>	<b>Same—Treasurer</b>

**Section 2.12.00E Editor's note to Article 2.12**

For state law as to appointive officers in commission cities generally, see NDCC, §§ 40-15-05 to 40-15-07. For state law as to general provisions governing officers in municipalities, see NDCC, § 40-13-01 et seq.

**Section 2.12.010 Enumerated**

Exercising its authority under the Home Rule Charter, ~~The Board of City Commissioners at their first meeting after their qualification, or as soon thereafter as possible, shall appoint the following officers~~ hereby designates the following officers within the City employed positions: ~~Treasurer;~~ auditor; ~~city~~ attorney; one or more assessors; a public health officer; a ~~street commissioner~~ public works director; chief of the fire department; ~~a board of public works;~~ chief of police; one or more policemen, city engineer and such other ~~officers positions~~ or boards as the ~~board~~ Board of ~~City commissioners~~ Commissioners may deem necessary; provided, that the ~~board~~ Board of ~~city City commissioners~~ Commissioners, by a majority vote, may dispense with the offices which in its judgment are unnecessary and provide that the duties thereof shall be performed by other officers or boards, by the ~~board~~ Board of ~~city City commissioners~~ Commissioners or by a committee thereof. (Code 1958, § 2-20.) ~~The Board of City Commissioners may deem any of the aforementioned officer positions contracted positions in the event the Board of City Commissioners determine it is in the best interest of the City.~~

*For similar state law, see NDCC, § 40-15-05.*

#### **Section 2.12.020      Salary**

The salary of ~~the appointive officers~~any officer identified in Section 2.12.010 of the city shall be such sum as the ~~board~~Board of ~~city~~City ~~commissioners~~Commissioners shall from time to time fix and determine. (Code 1958, § 2-21.)

*For state law as to salaries of municipal officers, see NDCC, § 40-13-04.*

#### **Section 2.12.030      Terms - REPEALED**

~~The appointive officers of the city shall take office on the first day of May following their appointment, and shall serve in such capacity for a term of two years or until their successors are appointed and qualified. (Code 1958, § 2-22.)~~

~~—————For state law as to terms of office of appointees, see NDCC, § 40-15-06.~~

#### **Section 2.12.040      Bonds**

The ~~treasurer,~~ auditor, assessor and such other ~~appointive~~officers as the ~~board~~Board of ~~city~~City ~~commissioners~~Commissioners may direct, before entering upon the duties of their respective offices, shall furnish bonds in a penal sum to be fixed by the ~~B~~board of ~~C~~city ~~C~~ommissioners, conforming to the provisions of sections 2.16.010 to 2.16.060 of this Code; provided, that the bond of the treasurer shall be at all times in an amount set by resolution of the ~~B~~board of ~~C~~city ~~C~~ommissioners at its regular meeting in April of each year, but the amount so set shall be equal at least to twenty-five per cent of the average amount of money that has been subject to the treasurer's control during the preceding fiscal year. Such average amount of money shall be determined by taking the total of the daily balances of the treasurer for the preceding year and dividing it by the figure three hundred or the sum of two hundred fifty thousand dollars, whichever is least. (Code 1958, § 2-23.)

*For state law as to bonds of appointive municipal officers, see NDCC, § 40-13-02.*

#### **Section 2.12.050      Duties--Generally**

The duties of the ~~appointive officers~~officers identified in Section 2.12.010 of the city shall be the same as those certain duties set forth in the statutes of this state, this Code and other ordinances of the city. (Code 1958, § 2-24.)

#### **Section 2.12.055      City Administrator**

It shall be the duty of the City Administrator to administer policies established by the Board of City Commissioners for the operation of the municipality, to represent the City in the absence of specific members of the Board of City Commissioners, to chair various City committees, to prepare and administer the municipal budget, to exercise significant influence in the appointment of key administrative personnel, to oversee the operation of all departments, to perform the duties of the various portfolios as specified in NDCC §40-09-12 together with such other duties as are assigned from time to time by the Board of City Commissioners.

The City Administrator shall be responsible for all the duties of the city auditor, as set forth in the Dickinson City Code and applicable statutes of this state. The City Administrator shall have the authority to perform all duties and function of a city auditor, under all city



ordinances and state law, and shall have the authority to designate the responsibility for any of said functions to other city employees with the finance department.

The City Administrator shall have the authority to perform all duties and functions under state law and city ordinances of the police and fire commissioner, commissioner of streets and improvements, waterworks and sewerage commissioner, and commissioner of finance and revenue as set forth in NDCC §40-09-12, subject to direction and control of the Board of City Commissioners. All policy making authority shall remain with the Board of City Commissioners. (Ord. No. 1127, § 1; Ord. No. 1151 §1.)

#### **Section 2.12.060 Same--Assessor**

The city assessor shall perform all duties necessary for the assessing of property within the city limits for the purpose of levying city, county, school and state taxes. (Code 1958, § 2-25.)

*For state law as to duties of city assessor, see NDCC, § 40-19-01 et seq.*

#### **Section 2.12.070 Same--Attorney**

The city attorney shall conduct all the law business of the city and of the departments thereof and all law business in which the city shall be interested. ~~He~~ The city attorney shall, when requested, furnish written opinions upon the subjects submitted to him by the ~~B~~board of ~~C~~city ~~C~~ommissioners or any other department. The city attorney~~He~~ shall keep a docket of all the cases to which the city may be party in any court of record, in which docket shall be briefly entered all steps taken in such cases. Such docket shall, at all reasonable hours, be open to public inspection. It shall also be his duty to draft all ordinances, bonds, contracts, leases, conveyances and such other instruments as may be required by the officers of the city; to examine and inspect tax and assessment rolls and all other proceedings in reference to the levying and collection of taxes; and to perform such other duties as may be prescribed by the ~~B~~board of ~~C~~city ~~C~~ommissioners. (Code 1958, § 2-26.)

*For specific provision of state law as to duties of city attorney, see NDCC, § 40-20-01.*

#### **Section 2.12.080 Same--Auditor**

It shall be the duty of the city auditor to attend all meetings of the ~~B~~board of ~~C~~city ~~C~~ommissioners and keep a full record of their proceedings; to record all ordinances and bonds in a book kept for that purpose; to keep a record of all licenses granted, which record shall at all reasonable times be open to inspection by the public; to carefully preserve all receipts filed with him and draw and sign all orders upon the treasury, except as otherwise provided by law, in pursuance of an order or resolution of the ~~B~~board of ~~C~~city ~~C~~ommissioners and keep a full and correct account thereof in books provided for that purpose. He shall keep an accurate account ~~with the treasurer~~ and charge him with all tax lists presented to him for collection and all sums of money paid into the treasury. Within thirty days after the close of each fiscal year he shall make and cause to be published in the city official newspaper a financial statement showing the receipts and disbursements on account of each fund during the last preceding year. (Code 1958, § 2-27.)

*For state law as to duties of city auditor, see NDCC, § 40-16-03 to 40-16-10.*

**Section 2.12.090**      **Same--Treasurer**

The office of city treasurer is hereby abolished. The city auditor shall assume all functions and duties of the city treasurer where indicated in any other provisions of this Code. (Code 1958, § 2-28; Ord. No. 631, § 5.)

*For state law as to duties of city treasurer, see DCC, § 40-17-01 et seq.*

**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. 2023**

**AN ORDINANCE REPEALING SECTION 13.12.04010 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO CHAPTER 13 FIRE DEPARTMENT - OATH**

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

**Section 1:** Section 13.12.04010 City Code of the City of Dickinson is hereby repealed:

~~**Section 13.12.04010 – Oath**  
Before entering upon the duties of the office of chief of the fire department, the person selected for such position shall take and subscribe the oath of office required to be taken by the members of the city commission. (Code 1958, § 12-35.)~~

**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:

## Service Agreement

Order #: 11800	Order Date: 08/07/2023	Sales Representative: Mike Knuth
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Ship To	
City of Dickinson	
38 1st St West	
Dickinson, ND 58601	
<b>Meter Contact:</b>	Aaron Meyer
<b>Phone:</b>	701/456-7744
<b>Email:</b>	aaron.meyer@dickinsongov.com

Bill To	
City of Dickinson	
38 1st St West	
Dickinson, ND 58601	
<b>Contact:</b>	
<b>Phone:</b>	(701) 456-7744
<b>Email:</b>	

Term	Base Rate	Start Date	End Date	Base Billing Cycle	Overage Billing Cycle
60 months	\$1,180.18	9/1/23	9/31/28	Monthly	annually

Make, Model	Serial #	EQID #	Base Rate	Beginning Meter Reading		Image Allowance		Overages Billed	
				B & W	Color	B & W	Color	B & W	Color
Savin MP 501SPF	G987X437198	9283-13	\$24.03			1,098	0	0.012815	0.00000
Savin IM C4500	3129M140532	9283-14	\$113.08			1,566	1,299	0.012815	0.073914
Savin IM C3000	3109R700559	9283-15	\$125.16			1,794	1,458	0.012815	0.073914
Savin IM C4500	3120RB00003	9283-19	\$30.38			391	437	0.012815	0.073914
Savin IM C2500	3091RA01086	9553-2	\$56.18			306	819	0.012815	0.073914
Savin MP C307	C509P600057	9283-51	\$68.80			2,103	329	0.012815	0.073914
Savin MPC3504ex	C728MB10331	9479-4	\$152.47			2,990	1,387	0.012815	0.073914

If wide-format, billing is per Square foot / Linear Foot

USMA - USMA - Ultimate Service Maintenance Agreement: Provides support for all equipment listed on this agreement, including trip charges, inspections, on-call repair service, all parts and supplies. (Excludes Networking support and paper)

Add Network Support to your maintenance contract for \$per month Yes ☐ No ☒ Customers initials \_\_\_\_\_

### Additional Comments

By executing this agreement, I acknowledge that I have read and understand this agreement and I certify that I am authorized to execute this agreement on behalf of customer. Authorized signature acknowledges terms / conditions and expiration dates or meter readings. The terms and conditions on the face and reverse side of this agreement correctly set fourth the entire agreement between parties.

Customer Acceptance			Dealer Representative	
Authorized Signature / Date	Print Name	Title	Signature	Date

## Terms and Conditions

Section 3. Item C.

1. Acceptance by Dealer of contract: References made to "Dealer" shall mean Advanced Business Methods. Machines sold by Dealer are eligible for a service contract immediately upon delivery. If service contract is requested at any other time, machine must first be inspected by Dealer. Customer shall bear any and all costs necessary for inspection. Machines not sold initially by Dealer which are accepted for a service contract after inspection is not covered for parts the first 45 days. Invoices shall be due and payable by the customer for all equipment, accessories, supplies or maintenance purchased pursuant to this agreement (The "Goods and Services"), within the time period specified on the front side of this document. Customer shall pay all applicable sales tax, installation and freight charges. If customer fails to make any payment when due, there will be a service charge of five percent (5%) of the total amount due, together with an interest rate of one and one-half percent (1 1/2%) of the total amount due or the maximum legal rate allowed by law, whichever is less. Customer shall pay a \$25.00 service charge on any and all returned checks. Advanced Business Methods terms are net 30 days.
  2. Taxes. Customer is tax exempt.
  3. Default. If Customer is in default of any term or condition, seller may cancel this agreement in whole or part at any time upon ten- (10) day's written notice. If seller cancels the agreement the agreement will be prorated based upon the unused portion of the term of the agreement. Any amount due to seller will be invoiced and is payable upon receipt. Any amounts due to the customer will be applied to any unpaid invoices prior to refund.
  4. Business Purpose. Customer warrants and represents that the goods will be used for business purposes, and not for personal, family, or household purposes.
  5. Availability. Customer agrees that the goods are subject to availability and seller reserves the right to substitute models of like specification if practicable. Seller may cancel any order or any part of an order, if item availability or substitution is not available, at any time and seller's sole obligation shall be to return any down payment paid by customer. If parts become unavailable for discontinued equipment, seller reserves the right to delete said equipment in accordance with the terms of this agreement.
  6. Delivery and Installation. Seller shall use its standard packaging. Seller shall choose the method of delivery; seller reserves the right to deliver the goods in installments. Customer will pay an invoice when due, without regard to delivery or non-delivery of subsequent installments. Delay in delivery of any installments shall not relieve customer of its obligations to accept remaining installments. Equipment shall be installed in accordance with manufacturer's specification. At customers sole cost and expense, customer shall insure that equipment is placed in an environment that conforms with the manufacturer's specifications and requirements and will bear all costs and expenses for any additional necessities required for installation such as telephone and electrical wiring, remodeling, and noise and power filters. Any electrical work external to the equipment (i.e. associated peripheral equipment, power, transmission and phone lines) and equipment line cord is not covered by this agreement.
  7. Title, Identification and risk of loss. The goods shall be identified to the contract, and risk of loss shall pass to customer when the goods are placed in the hands of the carrier. For goods purchased outright, title will pass to customer upon payment in full. For goods purchased on an installment payment basis title will pass to customer on the installation date.
  8. Security Interest. Seller expressly reserves a security interest in the goods until payment in full has been collected and customer agrees to notify seller prior to relocation of any goods for which seller has a security interest. Customer shall execute any other document, including a financing statement or other document similar to the UCC-1, necessary to protect seller's security interest in the goods. Customer authorizes seller to file at customers expense any financing statement relating to the goods without customers signature except where prohibited by law.
  9. Warranties. Seller warrants and represents that the goods and services of all new copiers and facsimiles sold by Dealer will conform to the description and specification and be free from defects in material and workmanship for ninety- (90) days from the date of this purchase. Within this period Dealer will repair said equipment without charge for parts and labor. This ninety-(90) day period will not cover supplies normally covered under the Dealer maintenance agreement unless the contract for the maintenance agreement is signed at the point of sale. A \$145.00 per hour fee will apply to all service calls regardless of service needed outside of the maintenance agreement with an upfront one-(1) hour minimum.
  10. Sellers. Liability is limited to the cost of purchased products by the customer from seller. Seller shall not be liable for any special damages, including but not limited to damages due to loss of data or information of any kind, loss of or damage to revenue, profits or goodwill, damages due to interruption of business, damage to customer's computers or networks, even if the seller has been advised of the possibility of such damages.
  11. Seller. Makes no other express or implied warranties and all other warranties are specifically excluded, including any warranty as to merchantability or fitness for particular or special purposes. Seller shall under no circumstances be liable for any special, exemplary, punitive, incidental or consequential damages regardless of the cause.
  12. Remedy Limitations. The goods shall not be returned to seller for credit without seller's written consent. No credit will be given after fourteen-(14) days from the date of the invoice. All returns for credit within fourteen-(14) days are subject to up to a 20% restocking fee. All costs of return shall be the responsibility of the customer. Customer's exclusive remedy for breach of warranty shall be replacement or repair of the item or non-conforming parts at the option of seller. Customer expressly waives its rights to special, consequential, exemplary, and incidental or punitive damages.
  13. Warranty Service.
  14. Renewal/Termination. This is an annual contract that will automatically renew yearly after the initial period unless written notification is received (60) days prior to anniversary date. Said automatic renewal is to provide uninterrupted coverage to customer. This contract will increase in cost annually to adjust with equipment age. This agreement is subject to acceptance by Dealer and will remain in force until cancelled as stated above. Dealer reserves the right to cancel this contract as its discretion upon ten- (10) day's written notice.
- Early Termination Charges**  
In the event cancellation notice is not received in writing 60 days prior to the term of this agreement as described above in term paragraph, an early termination charge of the remaining current contract will be billed. Actual annual charges will be divided by 12 X the remaining months of the contract.
15. Remedial Maintenance. During the term of this agreement Dealer agrees to perform the maintenance and repair that will keep the equipment in good working order and condition, normal wear and tear included. If Dealer is notified by a customer during the term of the agreement that the equipment is not in good working condition, Dealer will, during Dealer's established service hours make necessary adjustments and repairs including replacement of parts, or replace the equipment versus repair at Dealer's option. Dealer's service hours are 8:00am to 5:00pm Monday thru Friday Central Time, excluding holidays. Dealer may from time to time adjust these hours as may be required in the course of business, at which time the customer will be advised. Service at times other than Dealer established hours may be furnished on "as available basis" at published rates then in effect. Replacement parts may have been used and/or reconditioned. Parts that have been replaced will remain the property of Dealer.
  16. Dealer will replace without charge, parts which have been broken or worn through normal use and are necessary to machine servicing and maintenance adjustments, including consumables such as toner, developer, drums and fuser rollers within the limits of their suggested yield. (Paper and Staples are excluded). Additional toner requested beyond 125% of manufacturer's specifications is subject to additional charges.
  17. Customer Responsibility. Customer will be responsible for the daily care and cleaning of the top glass, dusting equipment, replenishing toner, replacing disposal tank, clearing jams, reporting meter reads, etc., (where applicable). It is the customer's responsibility to provide a key operator who shall be responsible for normal operator functions listed above. In addition, it is the customer's responsibility to provide Dealer with meter readings as needed. If current meter reading is NOT submitted to seller, Dealer will use an estimated meter reading based on service history for billing period. An image is defined as a standard 8 1/2 x 11 single sided print.
  18. Customer agrees that Dealer will not be held accountable to make adjustments, repairs or replacements if Dealer is not provided reasonable access to the equipment.
  19. Assignment. This agreement shall not be assigned by customer without seller's express written consent. In the event that seller assigns any of its obligations under this agreement, seller shall remain primarily responsible to perform those obligations. Any claim or defense customer may have relating to those obligations must be asserted on or against seller and not its assignee.
  20. Notices. All notices required to be given under this agreement shall be in writing.
  21. Seller shall indemnify customer against any costs, losses, damages or liability incurred by customer as the result of any third party's claim of infringement of its patent, copyright trademark which claim arises out of the use of the product by customer. Customer shall immediately notify seller in writing of such claim or demand. Seller shall have the sole right to control, and defense, thereof, and customer agrees that it will not settle any such claim against itself without the prior written consent of seller. Provided however, that seller shall not indemnify customer with respect to any claim relating to product(s) which is/are manufactured according to customers instructions, or modified by customer or combined with other non-seller products, equipment, systems and/or processes. Failure of customer to provide timely notification of claim to seller shall relieve seller of its obligation to indemnify customer.
  22. Force Majeure. Neither party shall be responsible for delays or failure in performance of this agreement (other than failure to make payment) to the extent that such party was hindered in its performance by act of god, abuse, misuse, excess of voltage or power surges, repairs other than those provided by Dealer authorized personnel, civil commotion, labor dispute, or any other occurrence beyond its reasonable control.
  23. Severability. If any provision of this agreement shall be unlawful, void or for any reason unenforceable, then that provision shall be deemed severable from this agreement and shall not affect the validity and enforceability of the remaining provisions of this agreement.
  24. Applicable Law. This agreement shall be governed by the laws of the State of ND and the Uniform Commercial Code as adopted therein without regard to choice of law principles. In the event of litigation or other proceedings by seller to enforce or defend any term or provision of this agreement customer agrees to pay all costs and expenses sustained by seller, including but not limited to, reasonable attorney's fees.
  25. Seller's Agents. Customer acknowledges that it has been advised that no agent, employee, or representative of seller has any authority to bind seller to any affirmation promise, representation, or warranty concerning any goods and services, and unless such affirmation, promise, representation, or warranty is specifically set forth in this agreement it does not form a basis of this bargain and shall not be enforceable against seller.
  26. Customer Documentation. Customer agrees that any purchase order or other documentation issued to seller covering the goods or services is issued for purposes authorization and customer's internal use only, and any conditions contained therein shall not modify or add to the terms and conditions of this agreement.
  27. Acceptance. This agreement and its terms and conditions shall not take effect until accepted and executed by an authorized seller representative at sellers offices in the State of ND.
  28. Entire Agreement. This instrument, and any attachments hereto, is the entire agreement between customer and seller and supersedes any proposal or prior agreement, oral written, and any other communications relating to the subject matter of this agreement. The terms and conditions of this agreement shall supersede any terms and conditions which may be contained on any purchase order or other document which may be issued by customer. This agreement shall not be binding unless and until accepted and approved by authorized seller representative.

Customer Initials \_\_\_\_\_

## Service Agreement Addendum A

Order #:	11800	Order Date:	08/07/2023	Sales Representative:	Mike Knuth
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Make, Model	Serial #	EQID #	Base Rate	Beginning Meter Reading		Image Allowance		Overages Billed	
				B & W	Color	B & W	Color	B & W	Color
Savin IM C3000	3101R600602	9283-21	\$69.26			1,591	768	0.012815	0.073914
Savin IM C2500	3099R500216	9735-2	\$125.06			750	1,256	0.012815	0.073914
Savin IM C3000	3109R700530	4986-3	\$111.58			3,235	737	0.012815	0.073914
Savin IM C3500	3111R770752	4986-4	\$123.80			2,098	2,092	0.012815	0.073914
Savin IM C3000	3100R600415	9283-16	\$57.15			354	678	0.012815	0.073914
Savin IM C3000	3100R600390	9283-17	\$43.24			559	471	0.012815	0.073914
Savin IM C3000	3100R600487	9283-18	\$64.89			399	770	0.012815	0.073914
Savin Savin IM 350F	3371P102227	9283-20	\$15.10			766	0	0.012815	0.00000
<b>Contract Total</b>			<b>\$1,180.18</b>			<b>20,000</b>	<b>12,500</b>	<b>0.012815</b>	<b>0.073914</b>



# ABM Service Agreement



## Shared Pool

- Shared Page Count
- Eliminates Individual Page Pools
- Reduces Page Allocation Waste



## Simplified Billing

All MFC Copier Maintenance will now be incorporated into a single bill



## Reduced Overhead

**Increased Savings due to pooled resources**

- Reduced Overage Charges
- Estimated Monthly Savings: \$275
- Estimated Yearly Savings: \$3,300



## Expense Summary

Section 3. Item D.

			2024 Budget	Notes from 2023
700				
700.10	Full-Time Employees		\$ 672,825	FULLY STAFFED w/ 6 OPS, 1 Maint, 1 Housekeeping, 1 Airport Mgr, 1 Airport Admin./3% COLA & 3% Performance
700.15	Part-Time Employees		\$ 20,000	
700.25	Health Insurance		\$ 123,000	5.77% increase
700.30	FICA-Medicare		\$ 45,000	
700.35	Unemployment		\$ 1,000	
700.40	Retirement		\$ 35,000	5% of payroll 10 fulltime employees
700.42	Life Insurance - Metlife		\$ 1,704	\$50.85/mo. 10 employees x 12 mo.
700.45	Uniforms		\$ 4,500	\$450 X 10 Employees
700.70	Worker's Comp		\$ 7,000	once a year expense/safety discounts in 2023-2024
700.75	Health Club Membership		\$ 200	once per year for 25% employee discount
710				
710.10				
710.1.1	GA Buildings		\$ 9,000	typical maintenance cost
710.1.2	Terminal		\$ 15,000	typical maintenance cost
710.1.3	SRE		\$ 5,000	typical maintenance cost
710.1.4	ARFF		\$ 4,500	typical maintenance cost
710.1.5	Car Wash		\$ 1,500	typical maintenance cost
710.20				
710.2.1	Runway/Taxiway		\$ 25,000	Add 710.60 Painting Maintenance/Increase of Pavement area
710.2.2	Snow Removal		\$ 40,000	WAG weather impacted cost snow removal
710.30	Equip/Vehicle Maint.		\$ 35,000	typical maintenance cost
710.40				
710.4.1	ARFF Maintenance/PPE		\$ 3,500	typical maintenance cost
710.4.2	Shop Supplies		\$ 5,000	
710.4.3	Safety Management System/APP 139		\$ 4,600	APP 139 subscription/ ops & maint./Annual Subscription due in May/\$4,600 Year 3 (new contract due 2024)
710.4.4	Tools & Equipment		\$ 7,500	
710.50	Paid Parking Maint		\$ 12,250	aging equipment increased maint. cost
710.60	Painting Maint		\$ 4,700	remove item & added to Runway/Taxiway
710.70	Diesel Fuel		\$ 35,000	Increase cost snow removal equipment WAG
710.80	Gas		\$ 8,000	WAG weather implacted cost snow removal
710.90	Equipment Rental		\$ 6,000	Boom lift rental/Tractor Lease for 2023 Total: \$4750/Diesel Tank/G
710.9.1	Misc. Maintenance		\$ 2,500	
720				
720.10	Propane		\$ 20,000	WAG weather impacted cost
720.20	Refuse Disposal		\$ 2,500	
720.30				
720.3.2	Terminal Water		\$ 2,000	
720.3.3	SRE Water		\$ 800	
720.40				
720.4.1	SRE Electric		\$ 4,000	
720.4.2	Terminal/ARFF Electric		\$ 37,000	later flight arrivals
720.4.3	FBO Electric		\$ -	Remove FBO pays Electric directly
720.4.4	Old Shop Electric		\$ 900	
720.4.5	Airfield Electric		\$ 2,800	LED upgrade = reduced operating cost
720.4.6	Parking		\$ 2,600	
720.4.8	GA Apron Electric		\$ 3,900	upgraded LED lighting = reduced operating cost
720.4.9	Windsock Lighting		\$ 500	Item added for Windsock Lighting in 2022



## Expense Summary

Section 3. Item D.

	720.5.1	FAA MALSR Shelter	\$	2,000	Item added 2022 - DMAA pay for 3 years
	720.5.2	FAA Glideslope Shelter	\$	1,200	Item added 2022 - DMAA pay for 3 years
	720.5.3	FAA Localizer Shelter	\$	1,200	Item added 2022 - DMAA pay for 3 years
	720.5.4	FAA PAPI 14	\$	700	Item added 2022 - DMAA pay for 3 years
720.50		Septic	\$	2,000	repaired sewer lines = reduced costs
730					
	730.10	Property Tax	\$	2,000	
	730.20				
	730.2.1	Attorney	\$	10,000	
	730.2.2	Audit	\$	25,000	2022 = \$19,500/2021 = \$18,750 / 2020= \$18,000 (3 year audit agreement ends 2023 for 2022 audit)
	730.2.3	Accounting	\$	2,000	IRS reports & taxes
	730.2.4	PFC Consultant	\$	9,000	Primary Airport Services increases related to eligible projects
	730.2.6	Engineering Consult	\$	8,000	IFE for state & federal projects @ \$4,000 ea.
730.30		Associations	\$	4,000	
730.40		Office Supplies	\$	8,000	6 Surface Tablets and typical costs
730.50		Postage	\$	1,000	
730.60		Printing	\$	1,300	multi use printer is aging / cost per copy contract
730.70		Bank Fees	\$	2,000	
730.80		Credit Card Fees	\$	10,000	increase in parking
740		Advertising	\$	15,000	increase in advertising
750					
	750.10	Liability Insurance	\$	5,100	once a year expense in December - 8% increase
	750.20	Property Insurance	\$	18,650	once a year expense - 8% increase property runway
	750.30	Equipment Insurance	\$	9,500	once a year expense - 8% increase of equipment/ MB5 & High Speed Broom add in 2023
760					
	760.10	Office Phone & Internet	\$	3,600	
	760.20	Terminal Internet	\$	1,000	
	760.30	Parking Internet	\$	800	
	760.40	Term Security System	\$	750	Cerberus Security
	760.50	FIDS Display	\$	5,000	OAG Aviation/Flightview increased cost
	760.60	Employee Cell Phones	\$	3,600	2 phones, 2 ipads (data)
770		Travel	\$	5,500	
780					
	780.10	ARFF Training	\$	11,000	recert. live fire 40 hr. ARFF school
	780.20	Employee Training	\$	3,500	DTN subscription and AAAE course in GFK
790		Meals	\$	1,500	
800		Misc Expenses	\$	3,000	
900		Capital Projects	\$	50,000	Ops Vehicle/Paint Machine
		Total Expense	\$	1,388,179	
		Income	\$	1,417,161	
		Difference	\$	28,982	

Income Summary

Section 3. Item D.

			2024 Budget	Notes
500				
	500.10	City Tax Revenue	\$ 532,992	4 mills @ \$133,247.97 per mil estimate
	500.20	County Tax Revenue	\$ 84,150	1 mill - @ \$84,150 per mil estimate - estimated mil value
	500.30	Airline Tax Revenue	\$ 10,000	2022 new line item due to tax law changes - City of Dickinson
	501.10	Airline Landing Fees	\$ 43,500	(full schedule) 2 departures/2 arrivals 5 days per week/1 dept. 1 arrival
	501.20	GA Landing Fees	\$ 12,000	Difficult to determine; Guestimate
502				
	502.10	Airline Fuel Flowage	\$ 49,420	fuel flowage fee doubled to \$0.16/gal. in August 2020
	502.20	GA Fuel Flowage	\$ 52,346	Difficult to determine; Guestimate
503				
	503.10	Airline Rent	\$ 94,032	
	503.20	TSA Rent	\$ 18,000	
	503.30	FBO Rent	\$ 68,858	
	503.40	Car Wash Rent	\$ 16,308	\$1,359 mo. x 12 mo.
	503.50	Building Rent - Leases	\$ 11,435	
504				
	504.10	Car Rentals	\$ 140,000	
	504.20	Advertising	\$ 1,500	
	504.30	CFCs	\$ -	
	504.40	PFCs	\$ 49,000	
	504.60	Vending Commission	\$ 1,500	
507		Paid Parking	\$ 230,000	full flight schedule increased enplanements
509				
510		Interest Income	\$ 220	
511		Misc. Revenue	\$ 1,900	
		<b>Total Income</b>	<b>\$ 1,417,161</b>	

# 2022 Audit Engagement Letter

Presented by: Deputy City Administrator Carlson



# 2022 Audit Time Line & Objectives

**AUDIT TIME LINE:** Begin field work August 21<sup>st</sup> – Final Draft December 31, 2023

**OBJECTIVES** to include, but not limited:

- Examining, on a test basis, evidence supporting the financial statements
- Obtaining an understanding of the internal controls
- Testing of items for risks
  - ✓ Management overrides
  - ✓ Revenue Recognition
  - ✓ Capital Assets – process complexity
  - ✓ Journal Entries


 WIDMER ROEL  
 CPAs • BUSINESS ADVISORS

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 Phone: 701.237.6022  
 Toll Free: 888.237.6022  
 Fax: 701.280.1495

August 17, 2023

 To the City Commission  
 City of Dickinson  
 C/O Linda Carlson, Deputy City Administrator  
 38 1<sup>st</sup> Street West  
 Dickinson, ND 58601

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of **City of Dickinson** as of December 31, 2022 and for the year then ended, and the related notes to the financial statements, which collectively comprise **City of Dickinson's** basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the period ended December 31, 2022. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with *auditing standards generally accepted in the United States of America*, and in accordance with *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

*Accounting principles generally accepted in the United States of America* require that certain required supplementary information (RSI) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting

Member of

CPAmerica

 Member  Crowe Global

City of Dickinson  
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principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Pension Plan Schedules.
- 2) Other Postemployment Benefit Schedules.
- 3) Budgetary Comparison Schedules.
- 4) Notes to Required Supplementary Information.

Supplementary information other than RSI will accompany **City of Dickinson's** basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- 1) Combining Financial Statements.

The Officials Directory will not be subjected to auditing procedures applied in the audit of the basic financial statements and, accordingly, we will not express an opinion or provide any assurance on it.

**Schedule of Expenditures of Federal Awards**

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

**Data Collection Form**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

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August 17, 2023

## Audit of the Financial Statements

We will conduct our audits in accordance with the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of financial statements in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Dickinson's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance (whether caused by errors, fraudulent financial reporting, misappropriation of assets, detected abuse, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of **City of Dickinson's** basic financial statements. Our report will be addressed to the governing body of **City of Dickinson**. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

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In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

### **Audit of Major Program Compliance**

Our audit of **City of Dickinson's** major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS, *Government Auditing Standards* and the Uniform Guidance, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.



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We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### Management's Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- c. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received,
- d. For maintaining records that adequately identify the source and application of funds for federally funded activities;
- e. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
- f. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
- g. For identifying and ensuring that the entity complies with federal laws, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
- h. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
- i. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
- j. For taking prompt action when instances of noncompliance are identified;
- k. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
- l. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
- m. For submitting the reporting package and data collection form to the appropriate parties;
- n. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
- o. To provide us with:
  - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
  - ii. Additional information that we may request from *management* for the purpose of the audit; and
  - iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence.

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- iv. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
- p. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
- q. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- r. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- s. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
- t. For the accuracy and completeness of all information provided;
- u. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
- v. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

### **Fees and Timing**

The timing of our audit will be scheduled for initial planning procedures in August 2023, and primary audit field work in August 2023. Our reports will be issued as soon as possible following field work, with a target completion date no later than December 31, 2023.

Craig A. Hashbarger is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Widmer Roel PC's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

City of Dickinson  
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IRS Circular 230 Disclaimer - Pursuant to requirements mandated by the Internal Revenue Service we are required to inform you that verbal communications throughout the year cannot be considered tax research or planning "opinion advice" and accordingly, any reliance you may otherwise place on this communication, may not be relied upon or used to avoid any penalties.

Our firm may transmit confidential information that you provided us to third parties in order to facilitate delivering our services to you. We have obtained confidentiality agreements with all our service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the work provided by any third-party service providers used under this agreement. By your signature below, you consent to having confidential information transmitted to entities outside the firm. Please feel free to inquire if you would like additional information regarding the transmission of confidential information to entities outside the firm.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered monthly and are payable upon presentation. We estimate that our fee for the audit will not exceed \$46,500, plus out of pocket expenses. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use **City of Dickinson's** personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. A finance charge of 1.5% per month will be charged on all accounts 30 days past due. A convenience fee of 3.5% will be added to credit card payments.

#### **Other Matters**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

The audit documentation for this engagement is the property of Widmer Roel PC and constitutes confidential information. However, we may be requested to make certain audit documentation available to the North Dakota State Auditor, other state agencies, and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Widmer Roel PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

City of Dickinson  
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Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

At the end of the year, we agree to perform the following:

- 1) Propose adjusting or correcting journal entries to be reviewed and approved by City of Dickinson's management.
- 2) Assist with preparation of City of Dickinson's financial statements, schedule of expenditures of federal awards, and related notes to the financial statements.
- 3) Assist with maintenance of depreciation schedules.

These services do not constitute an audit in accordance with *Government Auditing Standards*, and as such will not be conducted in accordance with *Government Auditing Standards*. With respect to any nonaudit services we perform, we will not assume management responsibilities on behalf of **City of Dickinson**. However, we will provide advice and recommendations to assist management of **City of Dickinson** in performing its responsibilities.

**City of Dickinson's** management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the engagement are as follows:

- 1) We will perform the services in accordance with applicable professional standards, including, where applicable, AICPA's *Statements on Standards for Consulting Services*, or others.
- 2) This engagement is limited to the audit and nonaudit services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the City Commission the following significant findings from the audit:

- 1) Our view about the qualitative aspects of the entity's significant accounting practices;
- 2) Significant difficulties, if any, encountered during the audit;
- 3) Uncorrected misstatements, other than those we believe are trivial, if any;
- 4) Disagreements with management, if any;

City of Dickinson  
August 17, 2023

- 5) Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- 6) Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- 7) Representations we requested from management;
- 8) Management's consultations with other accountants, if any; and
- 9) Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

We will provide copies of our reports to the **City of Dickinson** and to the North Dakota State Auditor's Office; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,



Craig A. Hashbarger, CPA, CIA, CFE, CGMA  
Widmer Roel PC

RESPONSE:

This letter correctly sets forth our understanding.

**City of Dickinson**

Acknowledged and agreed on behalf of **City of Dickinson** by:

\_\_\_\_\_  
Management signature and title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Governance signature and title

\_\_\_\_\_  
Date

## Amendment to Industrial Water Supply Contract

The parties to this Amendment are Meridian Energy Group, Inc., 92 Corporate Park, Suite C-333, Irvine, CA 92606, a corporation organized under South Dakota law ("Meridian"), and the City of Dickinson, 38 1<sup>st</sup> St. West, Dickinson, ND, 58601, a political subdivision of the State of North Dakota and a municipal corporation under North Dakota law ("Dickinson" or "City").

WHEREAS, the Parties executed an Industrial Water Supply Contract on September 3, 2019 ("the Contract").

WHEREAS, since the execution of the Contract circumstances have changed requiring certain amendments to the Contract.

NOW THEREFORE, the Parties hereby agree and stipulate to the following amendments to the Contract:

1. In the first and second lines of Section 2.5.4 of the Contract and the first and fifth lines of Section 2.5.5 of the Contract, the phrase "400 gpm" shall be and hereby is replaced with the phrase "300 gpm".
2. The following sentence shall be and hereby is added at the end of Section 2.5.5 of the Contract:

Meridian will review its water requirements for the refinery and ancillary uses from time to time and will notify Dickinson if Meridian determines that an amendment to this contract reducing Meridian's Primary Water rights is appropriate in light of such review.

3. Section 6.3 of the Contract shall be and hereby is amended to read as follows:

For water used during the first two years of this agreement after connection is established and use begins, Meridian shall pay to Dickinson \$3.65 for every 1,000 gallons of industrial water delivered to Meridian for Meridian's primary water rights as set forth in Section 2.5.4 and 2.5.5 of this Contract. The rate will increase to \$3.90 for every 1,000 gallons of industrial water delivered for Meridian's primary water rights after year two and for the duration of this contract.

Except as expressly set forth in paragraphs 1-3, above, the Contract shall remain in full force and effect unamended.

**City of Dickinson**

Dated: \_\_\_\_\_, 2023

By: \_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

ATTEST:

By: \_\_\_\_\_  
Dustin Dassinger  
City Administrator

**Meridian Energy Group, Inc.**

Dated: \_\_\_\_\_, 2023

(type name) \_\_\_\_\_  
\_\_\_\_\_



# JULY REPORT

## FIRE DEPARTMENT



# OUR SERVICES



## **FIRE SUPPRESSION**

The City of Dickinson Fire Department is an ISO Class 3.



## **EMERGENCY MEDICAL**

The City of Dickinson Fire Department operates as BLS non-transport QRU.



## **FIRE PREVENTION**

The City of Dickinson Fire Department provides Fire Prevention and Public Education Services.



## **REGIONAL RESPONSE**

The City of Dickinson Fire Department responds regionally for Haz-Mat, Structural Collapse and Confined Space.

## OVERVIEW

**170**

CALLS FOR SERVICE

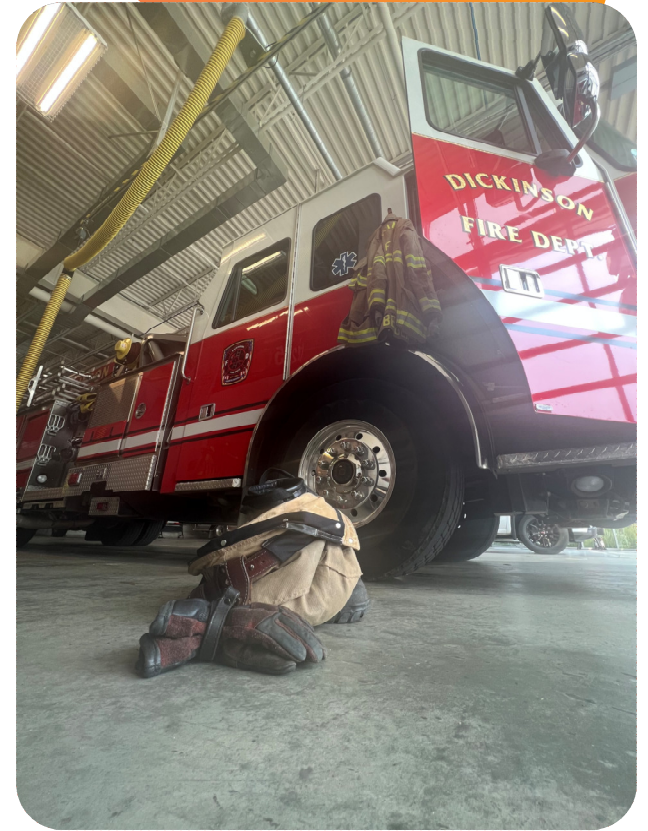
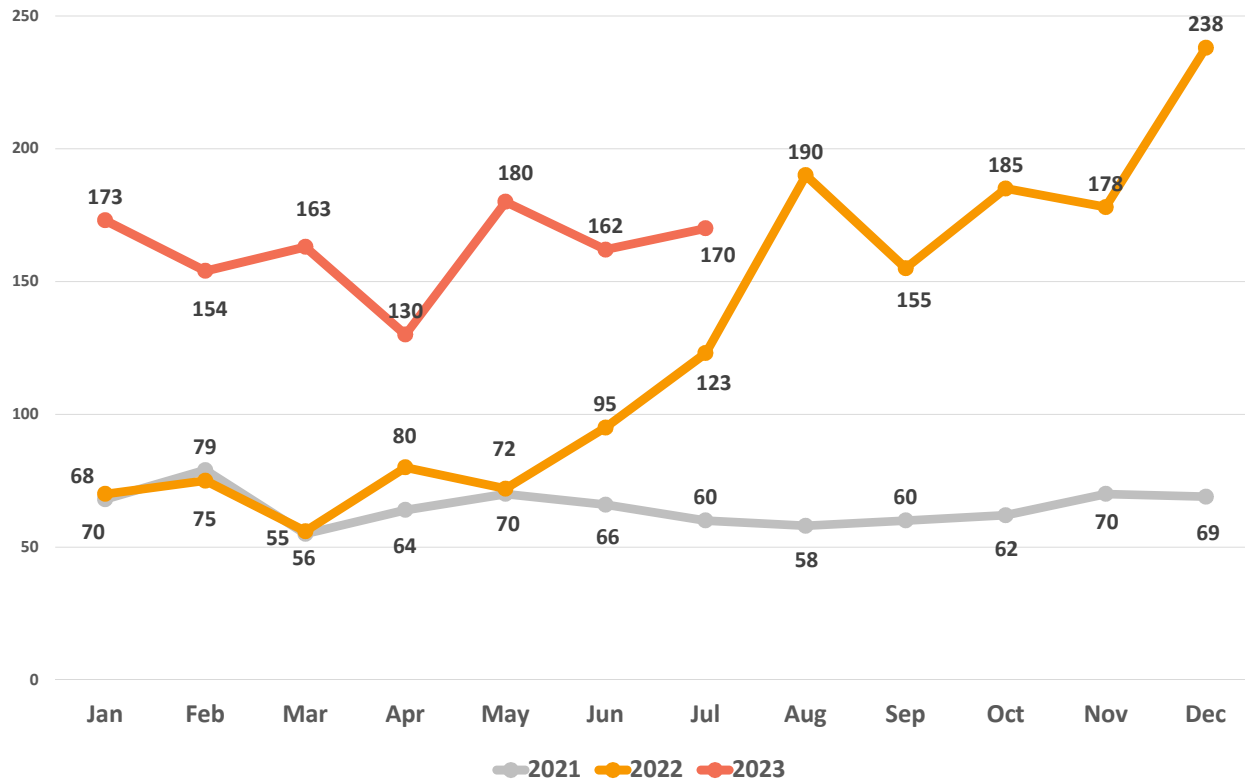
**1132**

YEAR-TO-DATE

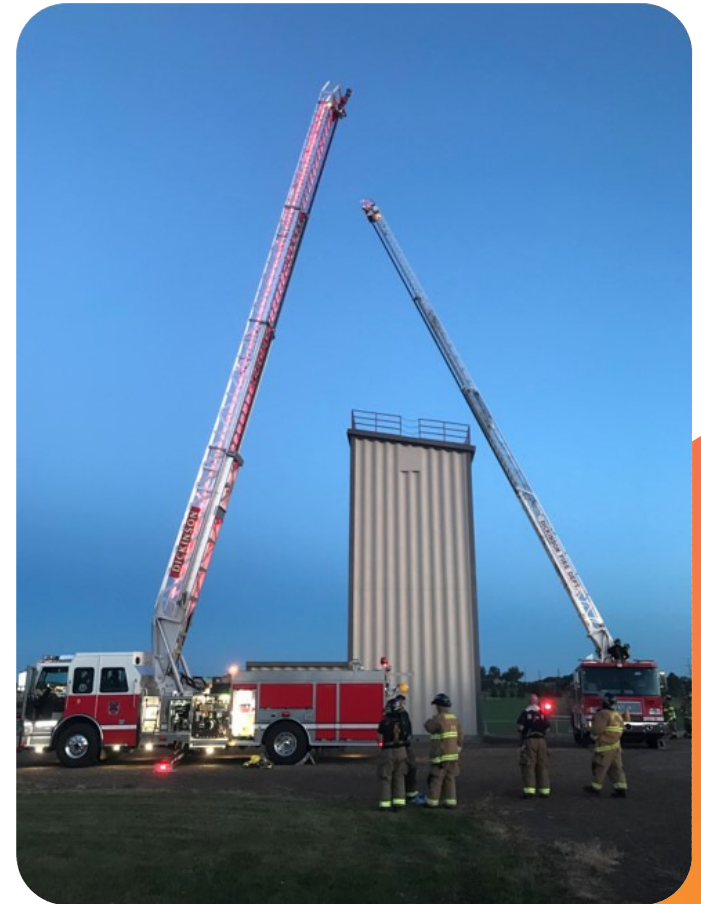
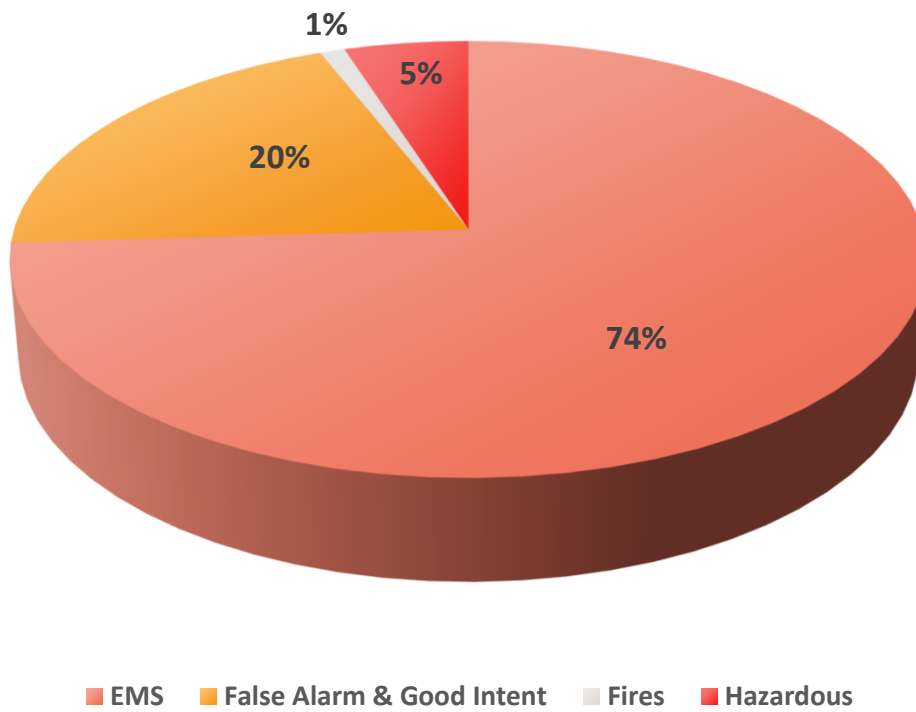
**28%**

INCREASE FROM 2022

# CALLS BY MONTH

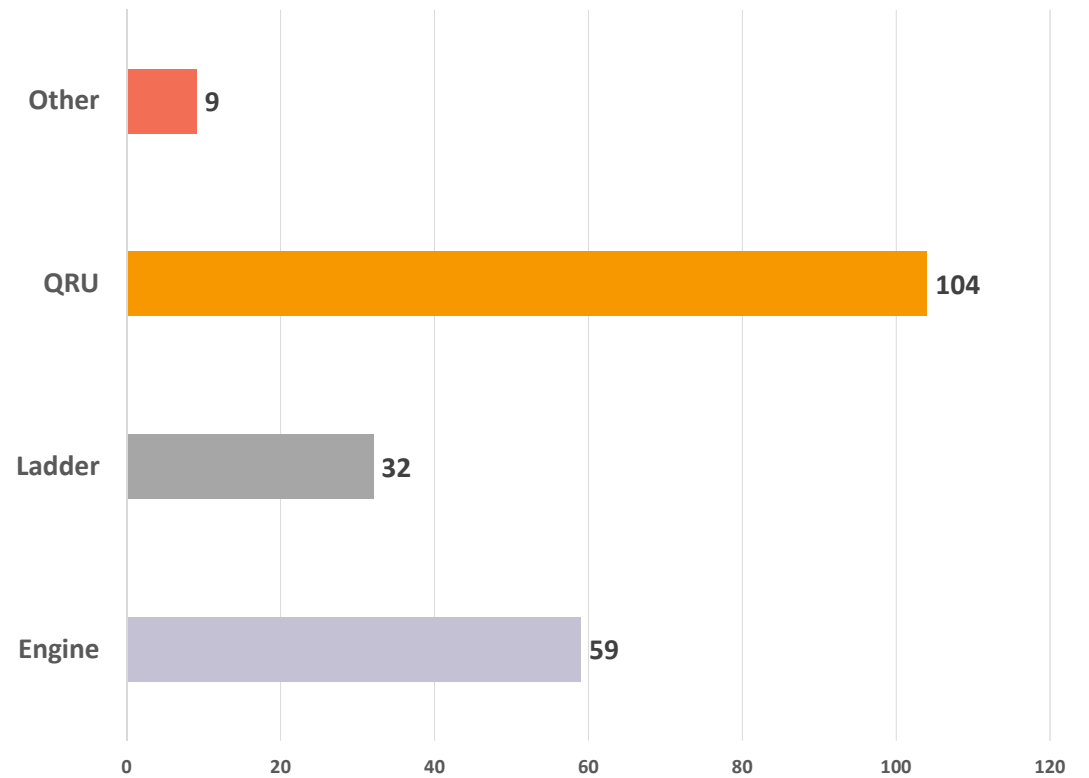


## CALL TYPES

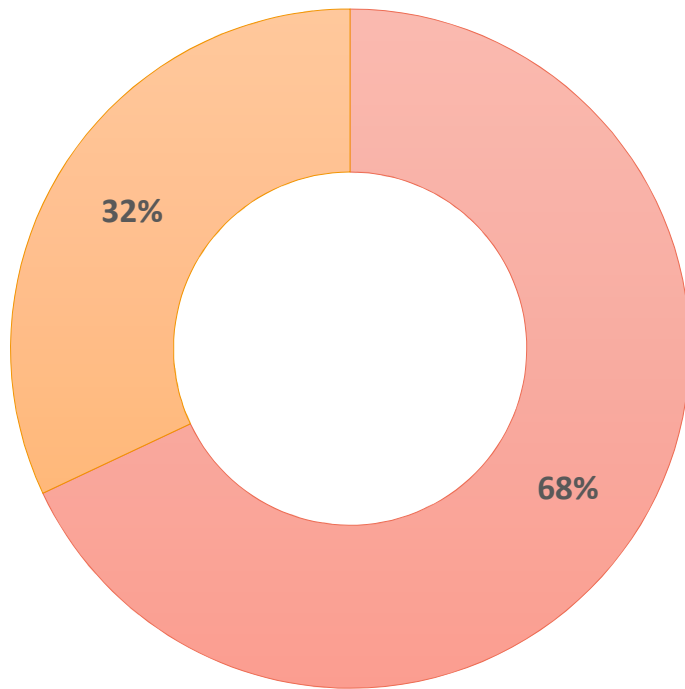




## CALLS BY APPARATUS



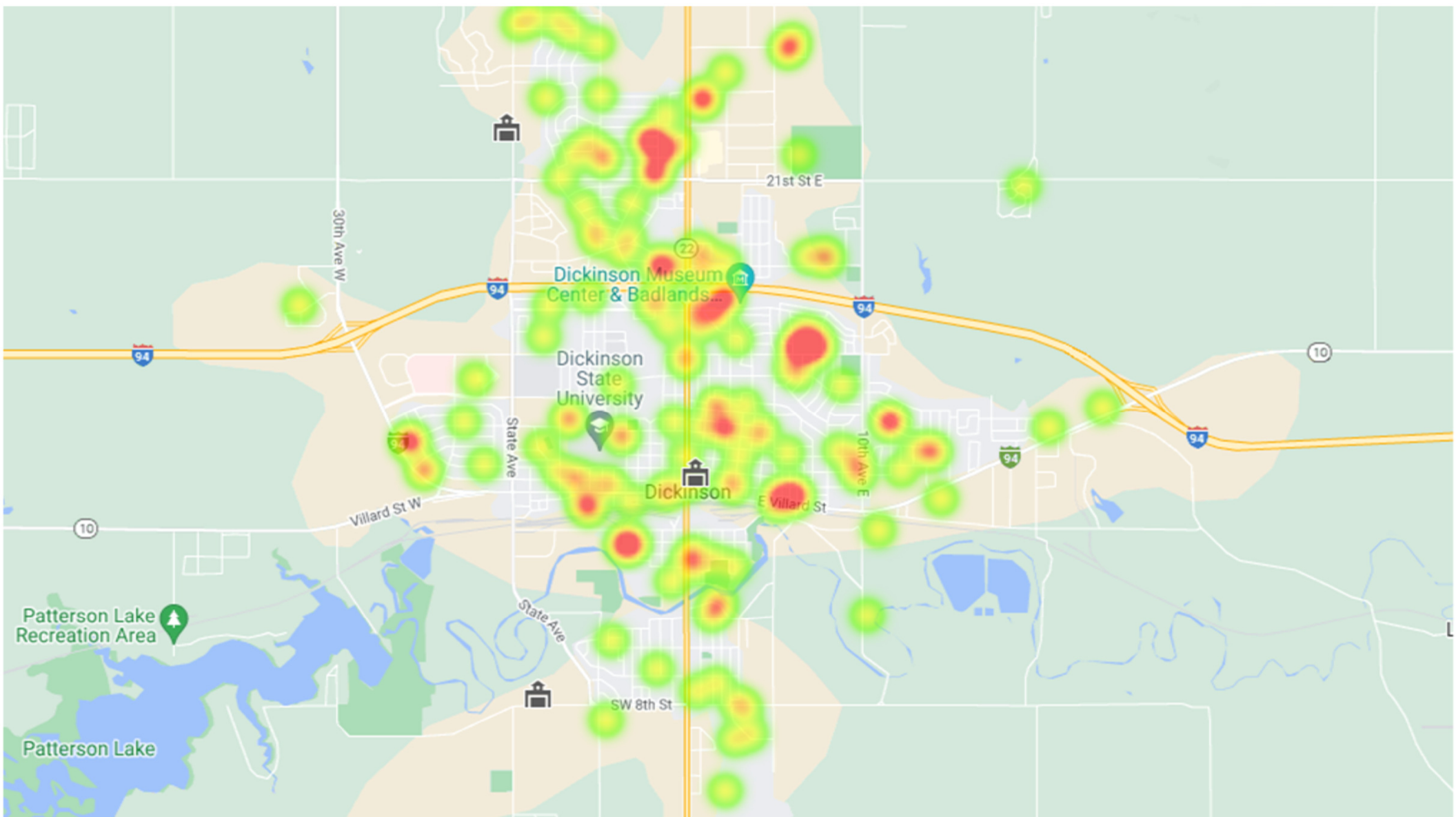
## CALLS BY STATION



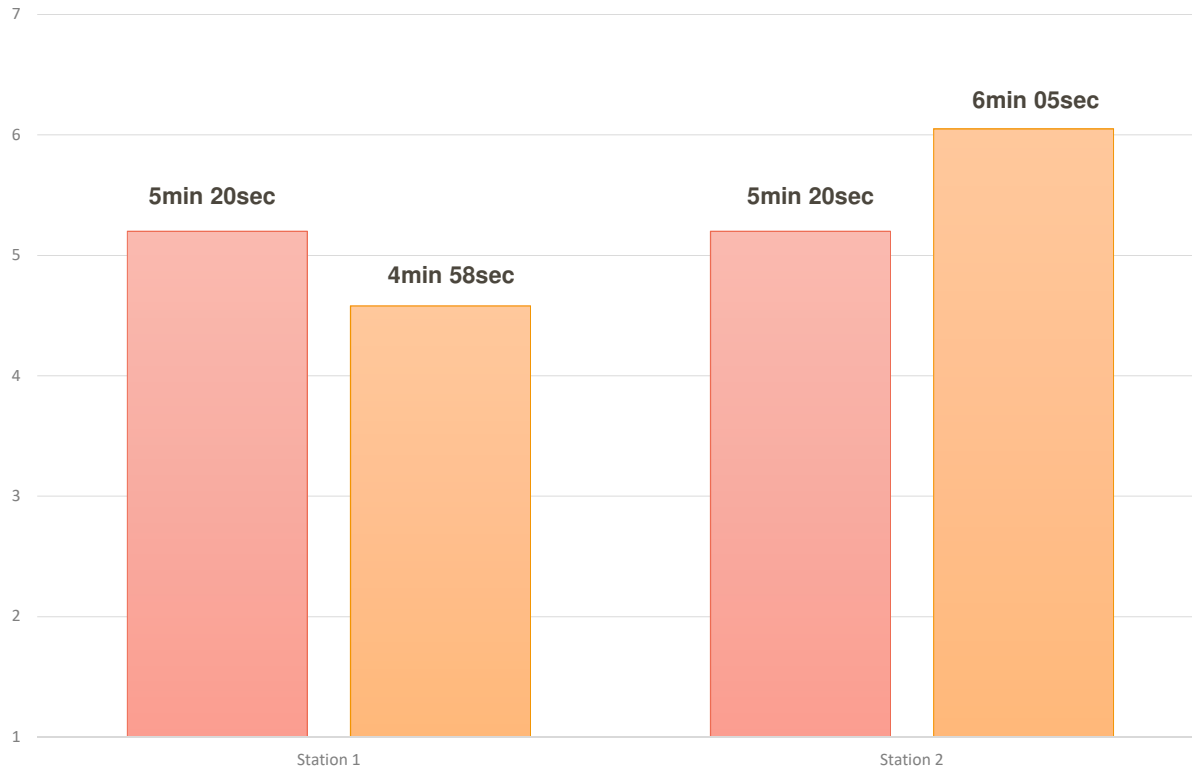
■ Station 1   ■ Station 2





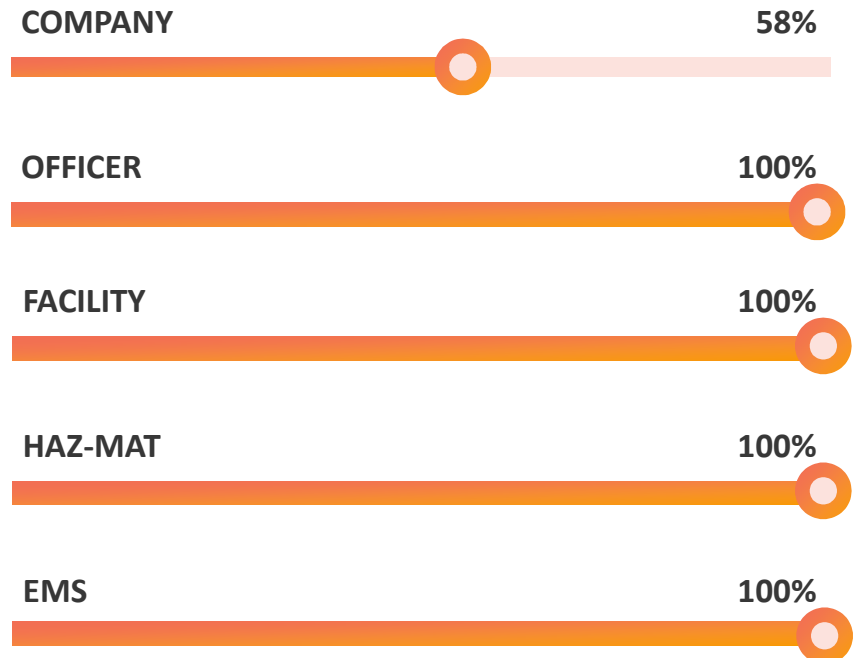


# RESPONSE TIMES





# TRAINING HOURS





**148**

Routine Inspections



**119**

Prevention Activities



**1**

Certificate of Occupancy

## FIRE PREVENTION



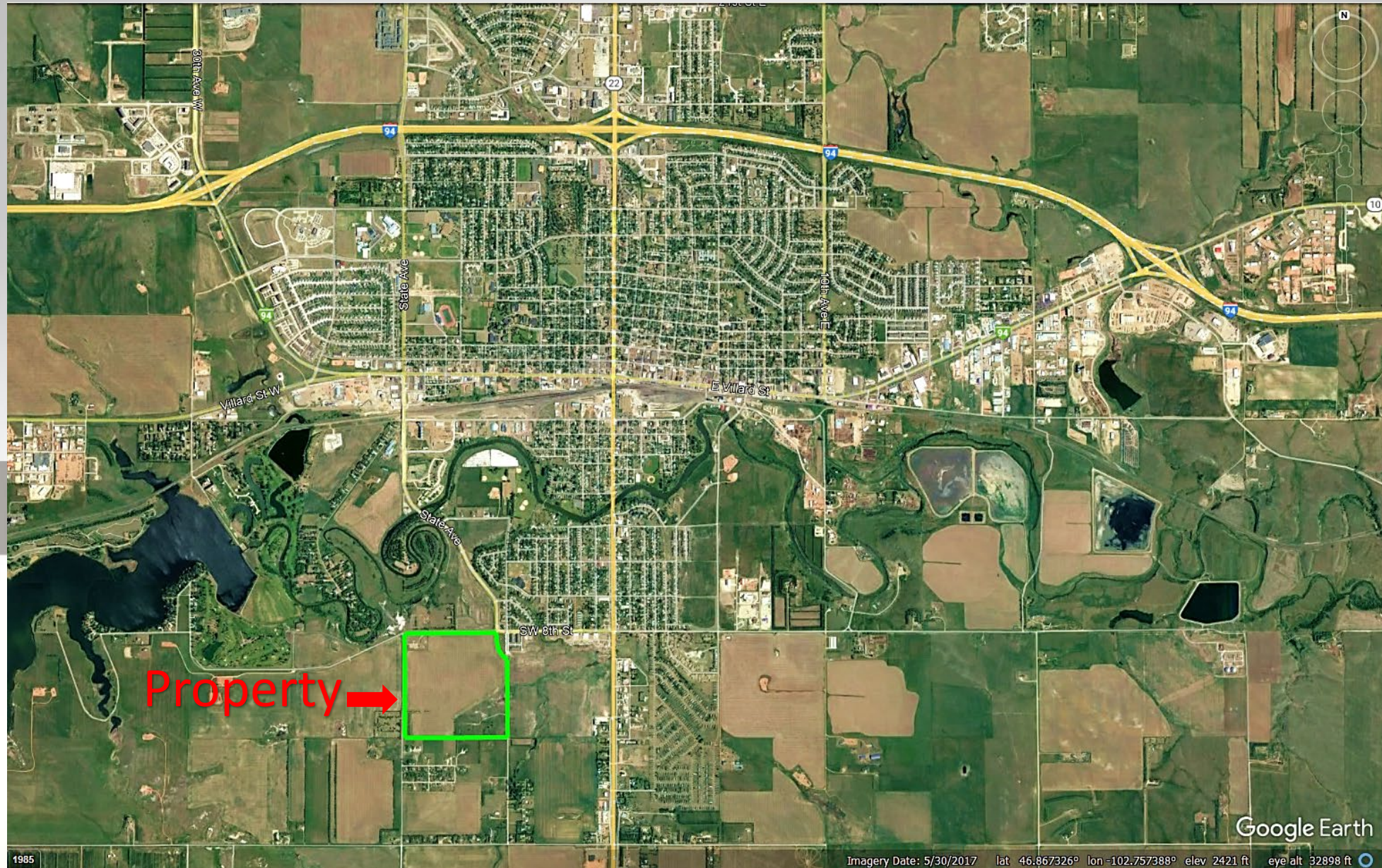


# QUESTIONS?



# SOUTH DICKINSON AREA STUDY

Section 7. Item A.





## ENGINEERING MEMORANDUM

August 31, 2023

RE: September 5<sup>th</sup> Commission Meeting

### **South Dickinson Property Area Study Task Order Award to Highlands Engineering & Surveying, PLLC**

For your consideration is a task order with Highlands Engineering & Surveying, PLLC to perform the area study of the City of Dickinson owned property being the Northwest Quarter of Section 16, Township 139 North, Range 96 West. The task order is for hourly rates not to exceed amount of **\$50,000.00**. This proposal was received through a request for proposal where two proposal was received. A legal review of this task order has been completed.

The property details were discussed in a City Commission work session on February 21, 2023 where it was decided to move forward with an area study to consider the future land use options, explore the concept of a cottage style home area, consideration for commercial zone property for a convenience store or grocery store, feasibility of a future connection to the trail network in the City directly from this property, review and gain public feedback regarding a future veterans cemetery which would be located to the east of the existing South Dickinson Cemetery, and consider the possible recreational uses in the east-central portion of the property which is currently non-farmable land.

All of these factors will be used to evaluate the future infrastructure demands for the area which will be incorporated into the Transportation Master Plan and Comprehensive Plan which is currently in the contract negotiation phase and tentatively scheduled to be completed in the 4<sup>th</sup> quarter of 2024.

The city engineering staff recommends approval.



This is Task Order No. **231175-01**,  
consisting of **4** pages.

## Task Order

---

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated **January 10, 2018** ("Agreement"), Owner and Engineer agree as follows:

### 1. Background Data

- a. Effective Date of Task Order: **September 5, 2023**
- b. Owner: **City of Dickinson, ND**
- c. Engineer: **Highlands Engineering & Surveying, PLLC**
- d. Specific Project (title): **South Dickinson Property Area Study**
- e. Specific Project (description): The general scope of the project is to provide master planning services for the NW1/4 of Section 16, T139N, R96W.

### 2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are:

set forth in Part 1—Basic Services of Exhibit A, "Engineer's Services for Task Order," modified for this specific Task Order, and attached to and incorporated as part of this Task Order.

- B. Resident Project Representative (RPR) Services

If the scope of services established in Paragraph 2.A above includes RPR services, then Exhibit D of the Agreement is expressly incorporated in this Task Order by reference.

- ~~C. Designing to a Construction Cost Limit~~

~~Under this Task Order Engineer will design to a Construction Cost Limit, subject to the terms of Paragraph 5.02 of the Agreement and of Exhibit F to the Agreement. Exhibit F is expressly incorporated by reference. The Construction Cost Limit is \$[ ]. The bidding or negotiating contingency to be added to the Construction Cost Limit is [ ] percent.~~

- D. Other Services

Engineer shall also provide the following services: **N/A**

- E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

### 3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are: **N/A**

### 4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: **None**

### 5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

A. Work of this task order is to be complete by **January 15, 2024**.

B. The project work will generally follow the schedule outlined below:

TASKS AND MILESTONES	2023			2024
	Oct	Nov	Dec	Jan
Contract Award and Commencement 10/4/23				
Property Data Collection				
- Property Research				
- Utility Data Collection				
- Topographic and Environmental Review				
Conceptual Site Master Planning				
Infrastructure Planning				
Transportation Forecasting				
Preliminary Project Deliverables 12/15/23				
City Comment and Plan Adjustments				
Community Outreach and Involvement				
Final Deliverable and City Presentation 1/15/24				

### 6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

1. Payments to the Engineer will be based on standard hourly rates as defined by **Method B** of **Exhibit C** with a total project fee not to exceed **\$50,000**.
2. The portion of the amounts billed for Engineer's services will be based on the applicable Standard Rates for the cumulative hours charged to the

Project during the billing period by Engineer’s employees plus Reimbursable Expenses.

- B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

**7. Consultants retained as of the Effective Date of the Task Order:**

None

**8. Other Modifications to Agreement and Exhibits:**

None

**9. Attachments:**

Exhibit A - Engineer's Services for Task Order

Exhibit B - Engineer's 2023 Rate Schedule

**10. Other Documents Incorporated by Reference:**

None

**11. Terms and Conditions**

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.



The Effective Date of this Task Order is **September 5, 2023**.

OWNER:

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

ENGINEER:

By: \_\_\_\_\_

Print Name: KC Homiston, PE/LS

Title: Principal

Date Signed: \_\_\_\_\_

Engineer License or Firm's Certificate No. (if required):

State of : North Dakota – COCP #805

Address for Owner's receipt of notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address for Engineer's receipt of notices:

Highlands Engineering  
319 24<sup>th</sup> Street East  
Dickinson, ND 58601

DESIGNATED REPRESENTATIVE  
(Paragraph 8.04):

\_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

DESIGNATED REPRESENTATIVE  
(Paragraph 8.04):

Andrew Schrank, PE

Title: Project Manager

Phone Number: 701-483-2444

E-Mail Address: schrank@highlandseng.com

This is **EXHIBIT A**, consisting of **4** pages, referred to in and part of **Task Order 231175-01**

## Engineer's Services for Task Order

---

### PART 1—BASIC SERVICES

#### A1.1 Data Collection

A. As Basic Services, Engineer shall:

1. Research recorded boundary and easement documents that affect the property
2. Complete a boundary survey
3. Submit a one-call locate request to locate utilities within and adjacent to the site
4. Collect locations, size, and elevations of water, sanitary sewer, storm sewer, and street public infrastructure within and around the site
5. Collect topographic data for the site and immediately surrounding areas
6. Collect inert landfill information and location
7. Overlay FEMA Special Flood Hazard Areas
8. Review USFWS National Wetlands Inventory and identify potential wetland areas

B. Anticipated Deliverables:

1. Site map in .pdf, .dwg, and/or .shp format of existing site conditions depicting locations and information of data collected

#### A1.2 Conceptual Site Master Planning

A. As Basic Services, Engineer shall:

1. Determine appropriate general land uses focusing on those provided by the RFP and determine the appropriate area for each use.
2. Provide locations and development options for green space including an option for a recreational fishing pond. This analysis shall include options for the inert landfill area.
3. Determine appropriate public access points to and from the property.
4. Determine the most feasible right-of-way configuration to convey traffic fluently through the site.

5. Review and consider site topography when planning rights-of-way to ensure positive roadway drainage that limits the required mass grading, and that provides feasible options for the gravity flow of sewers.
6. Investigate options for pedestrian access through the site and potentially extending to the existing Crooked Crane Trail.

B. Anticipated Deliverables:

1. Site map in .pdf, .dwg, and/or .shp format depicting proposed future land uses.
2. Site map in .pdf, .dwg, and/or .shp format depicting proposed rights-of-way and the general site layout and features.
3. 3-D rendered images and/or videos of the proposed land plan that generally depict roadways, terrain, and notable features.

### A1.3 Infrastructure Planning

A. As Basic Services, Engineer shall:

1. Review surrounding water, sanitary sewer, and storm sewer infrastructure to determine feasible connection points.
2. Provide projected water and sanitary sewer flows for each land use and proposed connection point.
3. Analyze site topography to determine the potential need for sanitary lift stations or water booster pumps.
4. Provide anticipated sizing of water and sanitary sewer infrastructure within the site.
5. Analyze site topography to determine the potential need for sanitary lift stations or water booster pumps/towers.
6. Review off-and-on-site topography and potential street profiles to properly convey site runoff to proposed stormwater management areas that will be generally depicted by the plan.
7. Provide high-level cost analysis for water, sanitary sewer, and drainage improvements within the site.

B. Anticipated Deliverables:

1. Preliminary concept plans showing approximate infrastructure plan and profiles to depict general anticipated grades.
2. Report in .pdf format summarizing data and findings of water and sanitary sewer analysis to include, at a minimum, anticipated water and sewer flows, water and sewer sizing and layout, and major improvements required.

3. Report in .pdf format summarizing general conveyance of stormwater runoff through the site with proposed stormwater management facility locations.
4. Engineer's estimate of cost for proposed water, sanitary sewer, and drainage improvements in .pdf format.

#### A1.4 Transportation Forecasting

##### A. As Basic Services, Engineer shall:

1. Collect Average Daily Traffic (ADT) data available for surrounding roadways.
2. Provide project trip ends for the site based on the assigned land use and area. Anticipated trip ends will be assigned for each access point and major intersection.
3. Analyze available ADT data and surrounding roadway classifications to determine the appropriate classification of roadways within this site.
4. Provide recommendations for typical street sections based on the ADT and type of traffic anticipated from adjacent land uses.
5. Analyze and provide the appropriate roadway classifications and typical sections.
6. Make note of intersections that may require additional analysis or improvements to convey traffic safely and efficiently.
7. Provide high-level cost analysis for roadway improvements within the site.

##### B. Anticipated Deliverables:

1. Report in .pdf format summarizing data and findings of transportation analysis to include, at a minimum, anticipated ADT, roadway classifications, and typical sections.
2. Engineer's estimate of cost for proposed roadway improvements in .pdf format.

#### A1.5 Community Outreach and Involvement

##### A. As Basic Services, Engineer shall:

1. Host a public input meeting to display the preliminary proposed land uses and findings of the property area study to the public.
2. Obtain public input through community involvement pertaining to the need and desire for a Veteran's Cemetery.
3. Incorporate applicable feedback received from the public into the final project deliverables.
4. Present the final land use plan and findings of the property area study to the City Commission at a public meeting.

B. Anticipated Deliverables:

1. Preliminary project deliverables to be displayed at the public input meeting.
2. PowerPoint presentation summarizing final plan and findings of analysis presented to City Commission.

This is **EXHIBIT B**, consisting of **1** pages, referred to in and part of **Task Order 231175-01**.

Engineer's 2023 Rate Schedule for Task Order

ADMINISTRATION

Principal.....	\$ 188/hr
Project Manager.....	\$ 184/hr

ENGINEERING

Engineer VI.....	\$ 184/hr
Engineer V.....	\$ 169/hr
Engineer IV.....	\$ 152/hr
Engineer III.....	\$ 114/hr
Engineer II.....	\$ 93/hr
Engineer I.....	\$ 81/hr

SURVEYING

Surveyor Manager .....	\$ 165/hr
Two-person field survey crew .....	\$ 272/hr
One-person field survey crew .....	\$ 153/hr

REIMBURSABLE EXPENSES

Hotel/Lodging expenses.....	Actual cost charged
-----------------------------	---------------------

# 2024 Water Main and Lead Service Line Replacement



## ENGINEERING MEMORANDUM

August 31, 2023

RE: September 5<sup>th</sup> Commission Meeting

**2024 Water Main and Lead Service Line Replacement Task Order Award to Apex Engineering Group, Inc.**

For your consideration is a task order with Apex Engineering Group, Inc. to perform the preliminary and design engineering services for the 2024 Watermain and Lead Service Line Replacement project for an hourly not to exceed amount of **\$258,800.00**. This proposal was received through a request for proposal where only one proposal was received. A legal review of this task order has been completed.

The 2024 Watermain and Lead Service Line Replacement project is scheduled to be bid ready by January 15, 2024 and be constructed during the 2024 construction season. The project funding is a State Revolving Fund loan through the North Dakota Department of Environmental Quality which was requested for a total of \$4.0 million. This includes a 60% loan forgiveness for the cost directly associated with the lead service line replacements.

The total installed cost estimate for this scope of work is \$3.9 million. This includes the following areas: 5th Avenue West: Villard St. to 2nd St. W, 6th and 7th Avenues West: Villard St. to 4th St W. All service lines will be replaced from the main to the curb stop and lead service lines will be replaced entirely from the main to the meter as part of this project Replacing the entire lead services lines meets the Federal and State requirements for the lead service line replacements.

Included in this project will be an investigation of the existing 12-inch which then transitions up to a 16-inch cast iron water main that exists in 2<sup>nd</sup> Street West. Non-destructive testing is planned to determine the structural integrity of the pipe, define what new cathodic protection needs to be installed, and estimate a future life cycle for the water main pipe.

This project was included in the 2024 capital improvement project budget.

The city engineering staff recommends approval





**SUGGESTED FORM OF  
TASK ORDER**

Section 7. Item B.

This is Task Order  
No. 2023-4, consisting of 4  
pages.

**Task Order No. 2023-4: 2024 Watermain and Lead Service Line Replacement Project**

---

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 1, 2018 ("Agreement"), Owner and Engineer agree as follows:

**1. Background Data**

- a. Effective Date of Task Order: September 5, 2023
- b. Owner: City of Dickinson, ND
- c. Engineer: Apex Engineering Group, Inc.
- d. Specific Project (title): 2024 Watermain and Lead Service Line Replacement Project
- e. Specific Project (description): Project to replace existing cast-iron watermain and lead service lines. A 2024 project will include the following areas: 5<sup>th</sup> Avenue: Villard St. to 2<sup>nd</sup> St. W, 6<sup>th</sup> and 7<sup>th</sup> Avenues: Villard St. to 4<sup>th</sup> St W. All service lines will be replaced from the main to the curb stop and lead service lines will also be replaced as part of the project from the curb stop to the meter.

**2. Services of Engineer**

A. The specific services to be provided or furnished by Engineer under this Task Order are:

- ✓ the services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference:
  - Bi-Weekly Progress Reports
    - To include at a minimum: what was completed in the previous period, what is anticipated to be completed in the next period, issues or concerns for the City of Dickinson, estimated accrual for the previous period, and deliverables/milestones achieved during the previous period.
  - Preliminary Design Phase (Exhibit A, Paragraph A1.02)
    - Preliminary design of watermain replacement on the following streets:
      - 5th Avenue: Villard St. to 2nd St. W
      - 6th and 7th Avenues: Villard St. to 4th St. W
      - Project will investigate the abandonment of the 6-inch watermain on 2<sup>nd</sup> St. from 4<sup>th</sup> Ave W to 5<sup>th</sup> Ave W. (Water modeling to be completed under Water Modeling Task Order – On Call Services)

---

**Task Order Form**

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.  
Copyright © 2014 National Society of Professional Engineers, American Council of Engineering Companies,  
and American Society of Civil Engineers. All rights reserved.

- Aid in completing non-destructive testing of the 12-inch cast iron water main in 2<sup>nd</sup> St. W to determine the structural integrity of the pipe. No sub-consulting is included in this scope of work.
  - A walk through with the City will be conducted to determine surface replacement limits (sidewalk/curb and gutter) and to identify surface/underground amenities that may cause issues.
  - Survey: Field survey of ND One-call of utilities and topographic data. Sewer video to be provided by the City to determine service locations. A legal survey establishing property lines will not be completed – City GIS linework will be used to estimate property lines.
  - Preliminary design of all water services from main to curb stop and replacement of lead service lines from curb stop to meter within project limits.
    - City will provide updated GIS linework of water/sewer services.
    - The City has identified approximately 20-lead service lines to be replaced from the corporation stop to the meter in the homes/buildings. Plans will include a document of meter location within each property for bidding purposes. Temporary construction easements will be procured for lead service line replacements.
  - Pipe bursting will be evaluated and bid as an alternate. Open trench installation removal and replacement of curb and gutter vs realignment of the watermain will be evaluated. A hybrid of both pipe bursting and open trench pipe installation will not be considered.
  - Opinion of Probably Cost will be prepared.
  - One Progress Meeting (30% design review)
  - City to provide geotechnical exploratory borings and any pavement replacement recommendations
  - Critical Path Items: Meter locations and final scope of watermain replacement and funding.
  - Deliverables: 30% plans
- Final Design Phase (Exhibit A, Paragraph A1.03)
    - Design of watermain replacement for area identified in Preliminary Design Phase. Final tie-in locations and final details will be coordinated with City during 90% review.
    - Plans will include standard sheets including cover sheet, detail sheets, removal sheets and plan and profile sheets. Standard City Specifications will be used; updates to City specifications may be utilized.
    - Individual lead service lines information provided by City will be included in appendix to specifications.
    - Opinion of Probably Cost will be prepared.
    - SRF requirements will be included in the contract documents.
    - Two Progress Meetings (Progress meeting and 90% design review)
    - Critical Path Items: Review of plans (two week review period)
    - Deliverables: 90% and Final plans
  - Bidding or Negotiating Services (Exhibit A, Paragraph A1.04)

- B. All of the services included above comprise Basic Services for purposes of Engineer’s compensation under this Task Order.

### 3. Additional Services

- A. Additional Services that may be authorized or necessary under this Task Order are:
- ✓ those services (and related terms and conditions) set forth in Paragraph A2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

### 4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: None

### 5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

<u>Task/Activity</u>	<u>Week Of</u>
Task Order Approval by City	September 5, 2023
Field Survey	October 2, 2023
30% Design Completed	November 6, 2023
90% Design Completed	December 4, 2023
Final Design Completed	January 15, 2023

### 6. Payments to Engineer

- A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Preliminary and Final Design Services (A1.02, A1.03)	\$225,900	Hourly Not To Exceed
2. Easement Acquisition	\$13,100	Hourly Not To Exceed
3. Bidding Phase (A1.04)	\$19,800	Hourly Not To Exceed
<b>Total Compensation</b>	<b>\$258,800</b>	
4. Additional Services (Part 2 of Exhibit A)	N/A	Hourly

- B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order: None

8. Other Modifications to Agreement and Exhibits: None

9. Attachments: None

10. Other Documents Incorporated by Reference: None

# 11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is September 5, 2023.

OWNER:

By: \_\_\_\_\_

Print Name: Scott Decker

Title: President City of Dickinson

ENGINEER:

By: 

Print Name: Scott M. Schneider

Title: Vice President

Engineer License or Firm's COCP #975  
Certificate No. (if required): \_\_\_\_\_  
State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Joshua M. Skluzacek, PE

Title: Engineering & Community  
Development Director

Address: 38 1<sup>st</sup> St. W  
Dickinson, ND 58601

E-Mail joshua.skluzacek@dickinsongov.com  
Address: \_\_\_\_\_

Phone: 701-456-7715

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Scott M. Schneider, PE

Title: Project Manager

Address: PO Box 4201  
Dickinson, ND 58602

E-Mail Scott.Schneider@ApexEngGroup.com  
Address: \_\_\_\_\_

Phone: 701-264-3926

## Task Order Form

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.  
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and American Society of Civil Engineers. All rights reserved.

# OUR EFFORTS SINCE THE LAST BOND REFERENDUM



## Southwest Area CTE

DPS worked with state and community partners to create a state-of-the-art CTE Center without raising taxes.



**Partnerships  
with DSU &  
Community**  
Utilized DSU, Virtual learning, CTE, School to Work, and the middle school to help with space constraints at high



## Reconfigured Plan

Created a \$69M plan to update the high school and add secure entrances to all the elementary schools.



## Community-Wide Survey

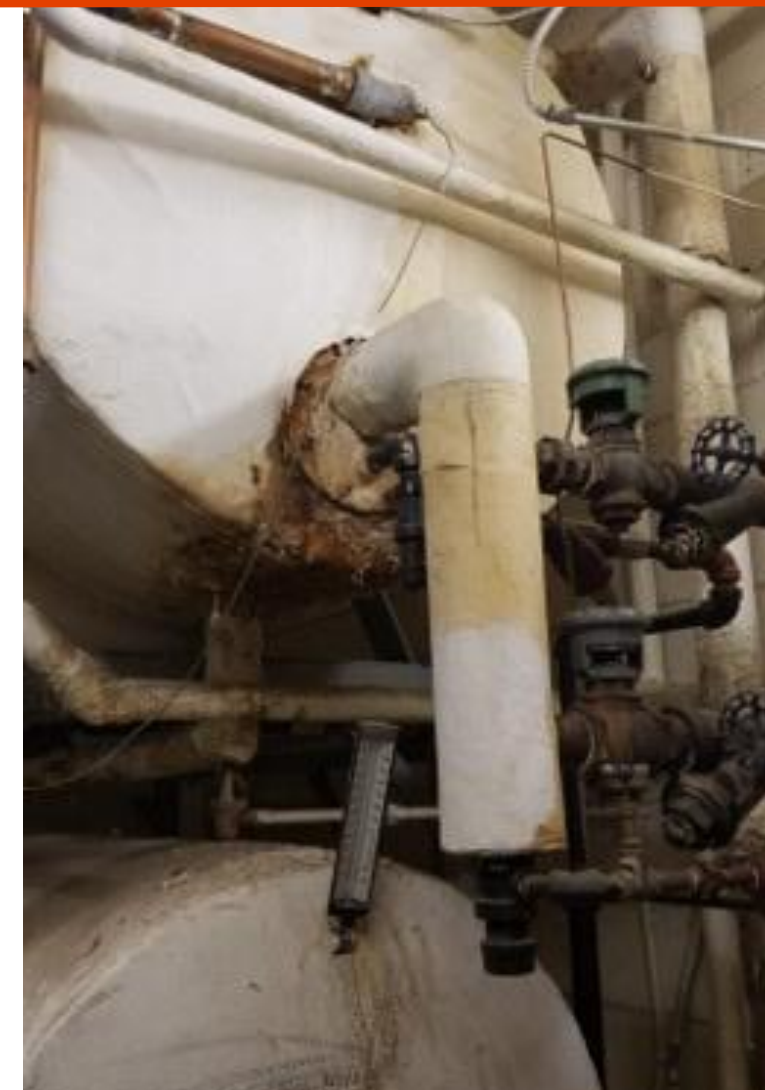
Surveyed the community to inform on current needs and test if there is support for a \$69M bond.



# DHS BUILDING CHALLENGES

A large portion of the District facility needs resides in Dickinson High School, with an estimated \$35 million in upkeep and repairs, without improving the space specifically for current educational needs. The major projects at the high school include the following:

- Roofing Repairs/Replacement
- Fire Protection Systems
- HVAC Replacement
- Kitchen/Cafeteria Upgrades
- Electrical Upgrades and Improvements
- Intercom and Clock/Bell Systems
- ADA Accommodations
- Safety and Security



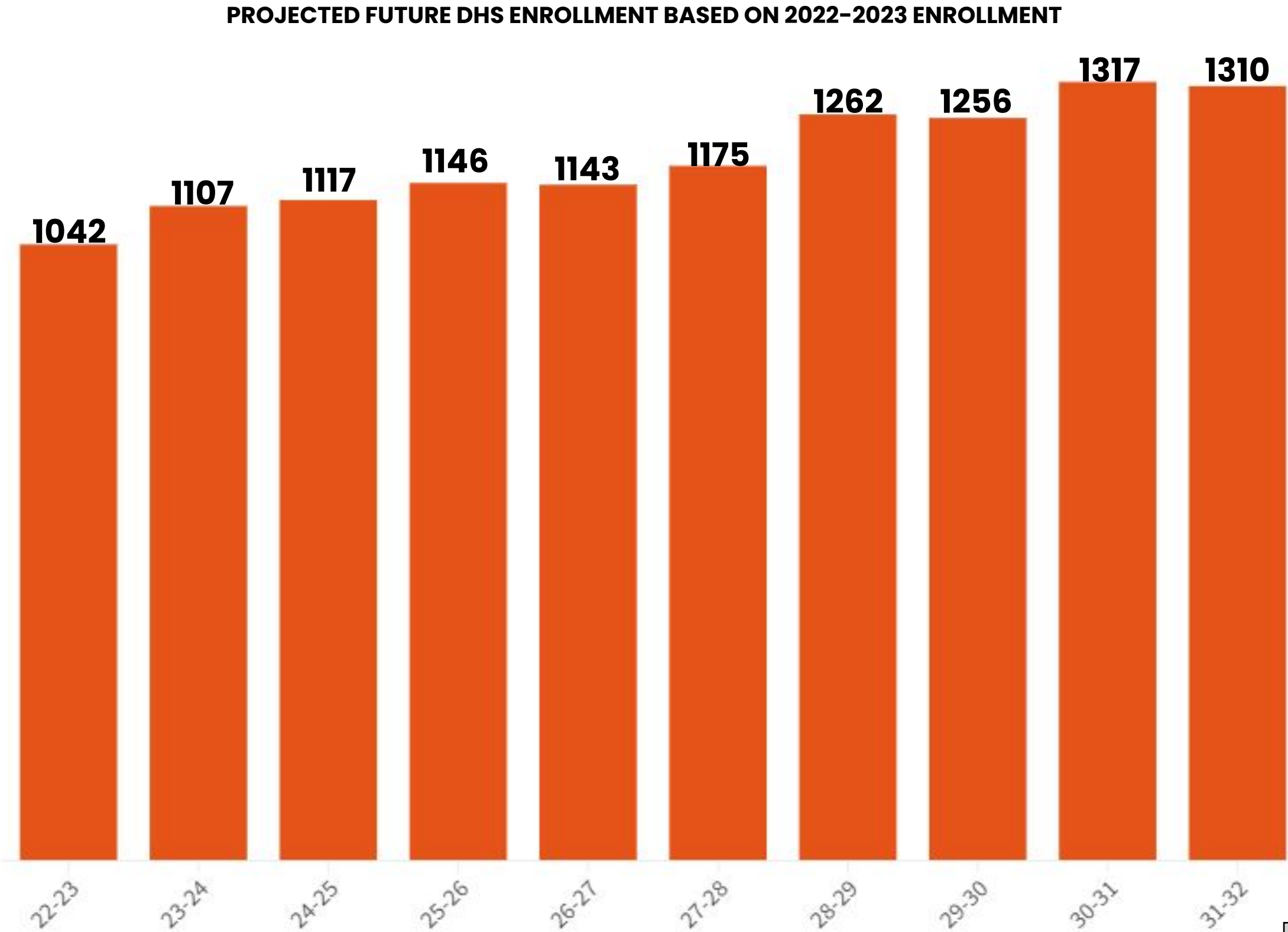


# DHS CAPACITY CHALLENGES

Dickinson High School is at capacity and will continue to see growth.

The Southwest Area Career and Technical Education Academy will provide some relief, but growing enrollment will continue to challenge the building. Incoming classes are projected to be larger than those graduating, furthering the classroom space challenges at the high school.

These numbers do not account for additional growth in our community or schools.



# DPS COMMUNITY FACILITIES SURVEY

## Dickinson High School

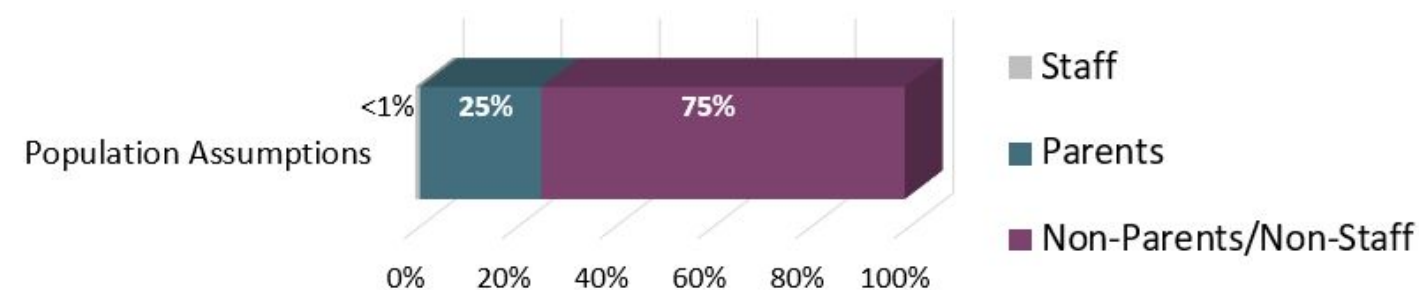
**Would you support a \$69M bond to renovate Dickinson High School?**

Definitely/Probably Yes – **83%** of Staff survey respondents

Definitely/Probably Yes – **72%** of Parent survey respondents

**Definitely/Probably Yes – 52% of Non-Parents/Non-Staff**

**Weighted support for Definitely Yes and Probably Yes:**



**Weighted Survey Support:**

$$.25(72\%) + .75(52\%) = 57.0\%$$

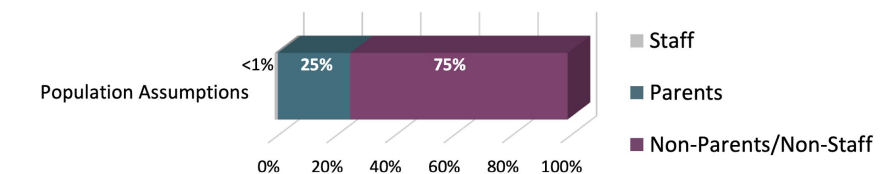
*(Structured to predict likely referendum outcome)*

- +/- 2.6% margin of error
- 10-13% of survey respondents are undecided

## Elementary Options

Survey results showed insufficient support for options given to address elementary growth.

**Additional Analysis: Elementary Options (Addition)**



Weighted support for *Definitely yes and Probably yes*:  
 $0.25(49\%) + 0.75(38\%) = \mathbf{40.8\%}$

**We are listening to our community and not pursuing an additional elementary ask at this time.**



## SOLUTION WILL PROVIDE:

- Adequate places for students and staff to collaborate
- Reliable climate control for the high school
- Space to allow options for students to learn effectively
- Suitable area for high school students to eat lunch in the lunchroom
- Renovating the high school to be accessible for students and all members of the community
- Secure entrances for all staff and students throughout the district
- Continue to develop CTE space for community





# WHAT'S IN THE \$69 MILLION PLAN?

## High School

- 01** Addresses classrooms, cafeteria, and a secure entrance
- 02** Removes classroom pods and space up to the gym
- 03** Construction of an addition that will remain on the current Dickinson High School campus
- 04** New addition will replace classroom pods, yellow building, and drivers ed building

## Elementary

- 05** Increase safety and security features in elementary schools with secure entries



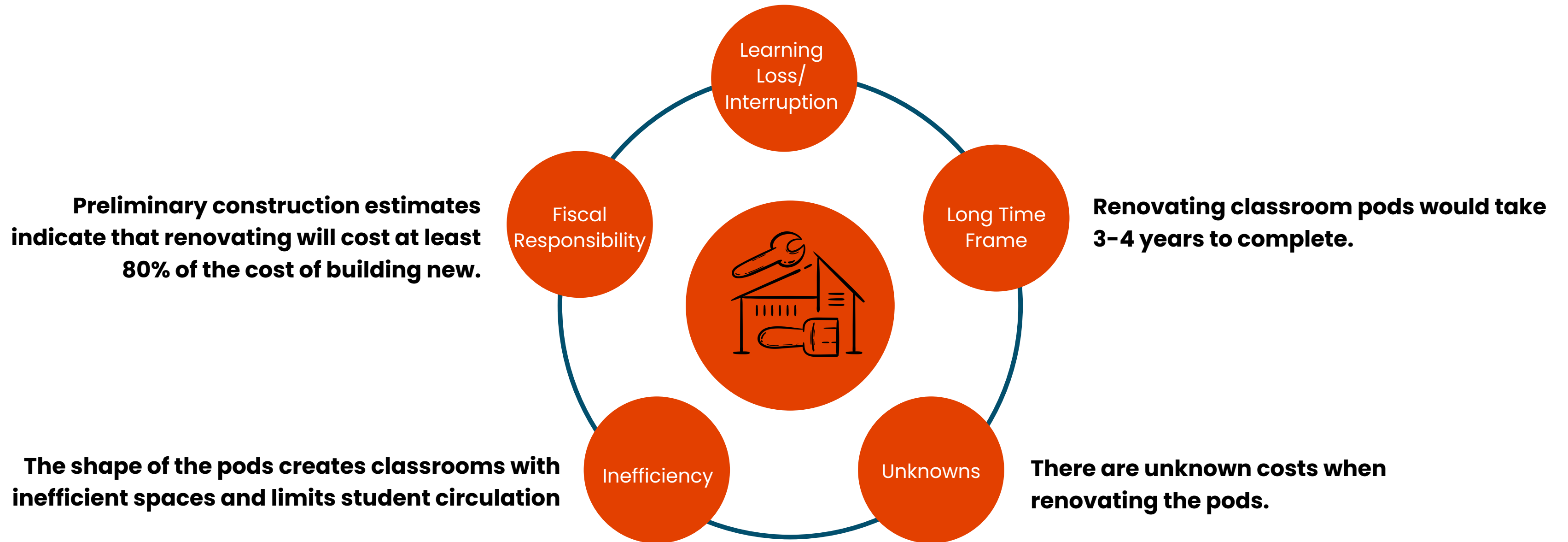
# TAX IMPACT

Type of Property	True & Full Value	Monthly Tax Increase
Residential	\$100,000	\$11.59
Commercial	\$100,000	\$12.88
Ag (Cropland)	\$1,000	\$0.09
Ag (Non-Cropland)	\$1,000	\$0.02

Tax Calculator on <https://www.dickinson.k12.nd.us>

# WHY IS RENOVATING THE PODS NOT THE BEST OPTION?

**Classrooms would be unavailable during renovation and disrupt learning.**





THANK YOU!





National Indian Council on Aging, Inc.

# PAID JOB TRAINING for 55 and older

Senior Community Service Employment Program (SCSEP) provides paid job training for unemployed individuals with limited financial resources who are age **55 or older**.

For more than 40 years, SCSEP has helped millions of Americans find permanent employment. When you become a SCSEP participant, you will receive personalized paid training to meet your employment goals.

- **Paid job training**
- **Interesting and satisfying community service**
- **Individual Employment Plans**
- **Assistance to find permanent employment (full-time or part-time) included with program**

Each year, more than 100,000 participants receive job training and 20,000 are placed with employers.

**This program is offered to seniors 55 years and older who are within the 125% federal poverty guidelines, a resident of the state where applying and unemployed. SCSEP is an equal opportunity training and employment program. All Nationalities welcome!**

This project has been funded by a grant from the U.S. Department of Labor, Employment and Training Administration. The contents of this publication do not necessarily reflect the views or politics of the U.S. Department of Labor. If you are interested in this federally funded program and would like additional information, please contact us.

NICOA SCSEP

P.O. Box 327, Bismarck, ND 58502 701-314-5100 [www.nicoa.org](http://www.nicoa.org)

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# **NATIONAL INDIAN COUNCIL ON AGING**

## **Senior Community Service Employment Program**

**Gain job skills and earn money while training in your community!**

**Paid employment training is available to:**

**Low Income Seniors 55 and older**

**20-35 hours per week**

**\$7.25 per hour on the job training pay**

**Paid Federal Holidays**

**40 hours sick leave per year**

**48 month program**

**Income guidelines must be met**

**Cannot currently be employed**

**ALL NATIONALITIES**

**CONTACT US**

**701 314-5100**

**[WWW.NICOA.ORG/PROGRAMS/SCSEP](http://WWW.NICOA.ORG/PROGRAMS/SCSEP)**

**APPLY ONLINE OR  
OVER THE  
TELEPHONE**



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## National Indian Council on Aging, Inc.

# SCSEP Fact Sheet

As part of the National Indian Council on Aging (NICOA), the Senior Community Service Employment Program (SCSEP) provides skills training and job placement assistance to mature job seekers.

### Goals of SCSEP

SCSEP helps low-income job seekers age 55 and over gain the skills needed to re-enter or remain in the workforce. The program does this by:

- \* Providing participants with temporary training and income to prepare them for finding employment in the community
- \* Helping employers address their workforce shortages by becoming a resource for trained, qualified mature workers.

SCSEP is funded by the U.S. Department of Labor under the authority of the Older American Act of 1965.

### NICOA Helps Participants and Employers

Working closely with employers to understand the job opportunities, qualifications, and work environment, NICOA prepares its participants to become more qualified applicants. NICOA staff thoroughly assess each participant's skills, interests, and attitudes before referring the applicant to potential employers.

### Building Job Skills

NICOA provides a range of training opportunities for its participants:

- \* Community Service Assignments: The primary location for job training is the Host Agency—a nonprofit or public agency that serves as a work/training site.
- \* Community Based Trainings: NICOA partners with many community resources to offer training opportunities for items such as basic skills, ESL and computer literacy.

### NICOA's objectives are as follows:

Enhance communications and cooperation with community service providers and other aging organizations that represent and advocate for NICOA's objectives are as follows:

- \* Enhance communications and cooperation with community service providers and other aging organizations that represent and advocate for American Indian and Alaska Native Elders.
- \* Network with appropriate agencies to maximize resources, and increase the efficiency and effectiveness of the service delivery systems for Elders.

### Value of Mature Workers

NICOA considers mature workers to be a valuable resource and "Markets" them through community contacts and employer partnerships.

