

I. CALL TO ORDER

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

II. ROLL CALL

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

Telephone: None

Absent: None

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

MOTION BY: John Odermann

SECONDED BY: Joe Ridl

To approve the March 4, 2025 meeting as presented.

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

3. CONSENT AGENDA

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

A. Approval of Meeting Minutes dated February 4, 2025**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. Printer Contracts**

IT Director Aaron Meyer presents contracts for four printers, 2 at city hall, library and baler building. This renewal contains 4 printers, City Hall Supply Room, City Hall – HR/Engineering/Assessing (Shared), Baler Building, and Library Public Use. Within the contract 3 of the printers will be replaced with updated hardware and the 4th (Library Public Use) will be released as the current hardware simply due to the excising usage counts on that device do not merit a replacement at this time. This contract utilizes the same verbiage that has been reviewed and approved by legal on the previous renewal. The contract is expected to yield a \$90.46 savings per month or approximately \$1,085.52 savings per year.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

Approval the printer contracts as stated.

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

B. Abatement Hearing - 19 4th Street SW

City Assessor Joe Hirschfeld presents an abatement hearing for 19 4th Street SW, Dickinson, ND. He states that a fire had occurred on March 3, 2023. The fire department estimated loss to structure and contents of \$25,000. Mr. and Mrs. Marsh have filed an Application for Abatement or Refund of Taxes for that loss for the years 2023 and 2024. They provided a document from their insurance company stating that the house was a total loss. The value of the house prior to the fire was \$187,900, with the land valued at \$72,200. There is another small structure on the parcel valued at \$8,200 which allows for a combined value of the property, minus the value of the house, at \$80,400. The loss should be prorated in 2023 from the date of the fire, and include all of 2024. The value will be adjusted to \$80,400 for the 2025 tax year. Assessor Hirschfeld states due to the loss from the fire is an acceptable reason for use of the Application for Abatement Staff recommends to change the value to \$80,400.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

Approval the abatement of 19 4th Street West to \$80,400.

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

C. 2024 Year End Financial Report

Deputy City Administrator Linda Carlson presents the 2024-year end financial report. She gives an overview of the finances for 2024.

Commissioner John Odermann asks Ms. Carlson if there is anything significant from the standpoint that was budgeting and didn't show up and will be coming here in the next year.

Deputy City Administrator Linda Carlson states nothing specific. She states the 1% sales tax did well. The oil impact had a lot of projects this year and this is the most the city has expended from oil impact, \$17 million dollars was received. She states there are a lot of projects that are moving forward. The grants have really helped the City. She did not expect the oil to go down so that was worrisome but the grants really helped out.

President Scott Decker states the biggest impact is going to be the ambulance service.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

Approval the 2024 Year End Report as presented.

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

D. 2024 Year End Amendments

Deputy City Administrator Linda Carlson presents the 2024 Year End Budget Amendments. She states the encumbrances for building and codes is \$22,900 for goods and services for contracted labor and demolishing; IT encumbrance is \$45,000 for equipment, printing, network line for licensing; museum is for building repairs is \$7,800 for the chapel doors and also the museum for \$9,000 for relocation of blacksmith shop; police are \$10,000 for technology for intersection camera project and upkeep of simulator. The uncollectible were Shannon Ruffin for \$65; Dymos Marks for \$370.52; Ilan Guzman for \$180 and Michael Ollerman for \$1,654.40.

Commissioner Jason Fridrich states why didn't insurance not pay for the entire cost of Ollerman. If you have an insurance claim the insurance normally pays the entire cost of replacement. He states these are business owners in Dickinson. He can't believe the insurance would not pay the entire amount. The City should at least make a personal phone call to the Ollerman to find out what is going on why the insurance company will not pay for the damages

Deputy City Administrator Linda Carlson states the City does not get the full amount. The department bill us for the repair. She states Mr. Ollerman did send it to his insurance and the City has gone through everything possible to collect this and it has been almost two years.

President Scott Decker asks if the City does go through a collection agency for them to contact the people.

Deputy City Administrator Linda Carlson states that the City does both. The City does its due diligence and the City Attorney helps with collection letters. The Commissioners do have the right to say no you do not want to write this off. May leave it on for another year.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

Adopt Resolution No. 07-2025 with the amendment of extending the Ollerman claim for \$1,654 for another year.

RESOLUTION NO. 07-2025
**FISCAL YEAR 2024 BUDGET AMENDMENTS, ENCUMBRANCES AND WRITE-
OFFS**

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

Commissioner Robert Baer questions if this amount could be applied to one of their other bills.

City Attorney Christina Wenko states she does not believe that this would be allowed with the City's code. She will be following up with a letter and possible court process.

E. Finance Job Descriptions and Positions

1. Deputy Finance Director Job Description

Deputy City Administrator presents two, the vacant position to be filled with the Deputy Finance Director and a new position as a Finance Technician position. The operations within the Finance Department have undergone significant transformations prompting the need for additional staff and the planning of succession. Key operational changes include; producing the month end financial reporting, developing an annual financial audit report in house, and supporting city departments with a more aggressive grant management effort. These positions would be expected to shift work load and segregation of duties from current staff to ensure capital asset records are accurately recorded, provide back-up without causing internal control issues, review revenue and expense coding to ensure compliance with GAAP and City policies. The addition of these position would reduce employee overtime, mental stress, and maintain the cities commitment to high quality financial reporting and customer service. This position would include Supervision of Finance and Utility Billing Departments. They would create the budget and annual audit along with fixed assets. This position would require a Bachelor Degree in Accounting or related field. A Master's Degree and /or CPA desired. Minimum of six (6) years of municipal governmental accounting experience, including management and supervisory experience. Or, an equivalent combination of education and experience may be considered. Grade Level Change: From Grade 17 - to Grade 20 with Exempt status. This position was an approved budgeted item in 2025.

Commissioner Jason Fridrich would like to see the Bachelor's Degree in accounting a requirement. He feels a 4-year accounting degree minimum with a CPA desired. He would like to see someone with a Bachelor's degree.

President Scott Decker states the minimum of Bachelor's Degree with six years. He would prefer a Master's Degree. He feels this position is far too important to have a combination. Have to be a Bachelors Degree. Do not waive on that requirement.

Commissioners John Odermann states what if they don't have six years but have a Masters Degree. Does the City trim off accountability for six years?

Commissioner Jason Fridrich wants that person to have a Bachelors Degree at a minimum

MOTION BY: John Odermann SECONDED BY: Jason Fridrich
Approval the Deputy Finance Director position with a requirement of a Bachelors Degree.

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

2. Finance Tech Job Description

Deputy City Administrator Linda Carlson presents a new position of the Finance Technician would take on the Accounts Receivables and cash receipting along with being the floater to the customer service areas of City Hall (Utility Billing, Municipal Court, and Administration). This position would be funded under the finance

department budget with an offset from the wage contingency fund if needed. Administration and Finance Departments recommends approval of both of these positions. The requirement would be a high school diploma or GED and a Grade 12 – non-exempt position. Ms. Carlson states the City still does not have separation of AP and AR and no back up in Utility Billing and other departments. She states Court is being slammed. She states without this position the employees are having a hard time taking vacations. Retirement plans are coming through and looking for customer and finance help. This is a request for a full-time position. This will be paid out of the contingency fund.

Commissioner Robert Baer states it seems to him if he was going to hire another full time it would be for municipal court. He understands this department is swamped. The biggest concern is the hire freeze in 2025 and trying to wait and see what the legislation does with the property taxes. The City has money right now but feels that what is going to happen in the future. If the city hires a Finance Director this will help pick up the slack. He is afraid this position is not going to have much work to do and wander around city hall and getting paid for nothing. At this time Commissioner Baer is reluctant to approve this position.

City Administrator Dustin Dassinger states the workload in municipal court is continuing to grow and they have a hard time in utility billing. The workload exists to add this position. At this time, it would help the city move forward.

City Attorney Christina Wenko states there is a strain in court. This is the best case for community service or up. She things there is a need based on her perception.

Commissioner Robert Baer suggest possibly go for a more full-time position with another position in court in 2026 and this could be discussed at budget time.

President Scott Decker states he understands that this proper discussion. The property tax is going to have a cap there is no doubt about it. He feels property taxes as it pertains to the budget is 3%. He does feel that adding a staff in 2026 in court would be discussed at the budget session. He feels the one point that Ms. Carlson has about is they have to look at a floater that can learn multiple jobs and some individuals going to retire in the next 2-3 years.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

Approval the Finance Tech Job Description.

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

5. **PUBLIC WORKS**

A. No Report

6. **PUBLIC SAFETY**

A. Fire

No Report

B. Police

No Report

7. **COMMUNITY DEVELOPMENT SERVICES**

A. No Report

8. **PUBLIC HEARING – 5:00 P.M.**

A. Parks and Rec Annual Report

Executive Director Ben Rae updates the City Commissioners on the progress of the Parks and Rec Department. He states the Dickinson Parks and Rec had an award-winning year for the park district. Director Rae states the Parks and Rec Department could not do this without the partnership with the City of Dickinson. They received the National Gold Medal award showing excellent management of parks and rec. He states now his staff is really going to need to step up and get to the next level. He states they have earned and deserve this kind of award. The Partnership Award was also awarded to them for the Sanford Sports Complex for all entities. Parks and Rec have started an innovative program

award for Strong Kids' program. Free for middle school aged students and are with Best Friends Mentoring program. Caleb Burgard award as the young professional for 2024. Parks and Rec have 28 full time employees and 344 part time employees, 3000 acres of park plans. There have been 19 new recreational activities. The CSI program and E sports program and teens after hours program and Strong Kids. The first middle school event showed over 250 participants. Teen after hours are totally free. They get donations for food and drinks. Little tykes for preschool and pickleball programs. The Community Center has now been open for 20 years. There has been a fairly significant in equipment replacement and working on renovations which are much needed. There are about 300,000 visits a year. There have been new cart fleet at golf course which replaced the fleet every four years and this time there are GPS units included on all carts and increase from 50 to 60 carts. He states in 2024 Parks and Rec started Dickinson parks and recreation foundation to help us better seek out grants and to support youth across the community and help out with projects. They will be holding a charitable golf scramble in May.

Commissioner Robert Baer thanks Mr. Rae and his staff for doing an excellent job. Congratulations and see attendance continue to grow.

President Scott Decker states the upgrades to equipment is much appreciated. Sometime the City will need to sit down with the Park Board and have a real serious discussion to expand more. It seems like a crowded floor all the time. Those are welcome additions as the place is being used.

9. **PUBLIC COMMENTS NOT ON AGENDA**

Ryan Messano discusses the time limits at the Commission meeting. He states the community is divided. He states the City is trying to find a rule to silence. He states there are billions of funds being spent on foreigners. He questions whom is being communist. The people are held hostage by our fears. He does not understand why are the ingests of white not important today. He questioned how oil is benefiting North Dakota. He continues to downgrade women and the role they have in the world.

Commissioner John Odermann states to all the women in the room that he is sorry that we all had to sit through this horrible crap from Mr. Messano. He states that the women he works with and the women in the audience are incredibly intelligent, wonderful, fantastic women. Thanks everyone for their contributions.

Dave Ouellette wants to elaborate on Commissioner Odermann's statement and that he would like to thank Mr. Messano for wasting everyone's time. Sorry for the women that had to listen to Mr. Messano. He has many women in his family that are extremely successful in business and everything they do. He is not okay that men in this community are not standing up to Mr. Messano. You can have your opinion but don't tell our community how we have lived in our life and come from California and how to change our City. He told Mr. Messano to go and do your platform. You can do your videos so everyone can see what you say and that you think you are right. You have the right to say what you want but all these women are doing an amazing job and to hear someone downgrade women just set Mr. Ouellette off and he is sorry that there are men not coming here and standing up for what is right. Mr. Messano has his own opinion but it is not right for him to say things like he did.

President Scott Decker thanks Mr. Ouellette for the comments.

Jenna Reddish whom has been a resident of Dickinson since 2013 who has voted, pay taxes, employed both men and women. She is married with four sons and appreciate the City that she is raising her boys in as it is safe because of the values, appreciate the people in this area that are invested in her family flourishing but there is a future for us beyond our boys and legacy. She appreciates men and women who make this community work. She is proud of Dickinson. She enjoys living here.

