

I. CALL TO ORDER

Vice President Jason Fridrich called the meeting to order at 4:30 PM

II. ROLL CALL

Present were: Vice President Jason Fridrich, Commissioner Russ Murphy.

Telephone: Commissioner Robert Baer

Absent: President Scott Decker and Commissioner Joe Ridl

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE**1. ORDER OF BUSINESS**

MOTION BY: Russ Murphy

SECONDED BY: Robert Baer

To approve the September 15, 2026, Commission Meeting with the addition of the Tobacco license for HouseRecker 2026 Proof LLC DBA The House Of Booze.

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

2. CONSENT AGENDA

MOTION BY: Robert Baer

SECONDED BY: Russ Murphy

A. Approval of the City Commission Meeting Minutes dated September 1, 2026

B. Approval of Accounts Payable, Commerce Bank and Checkbook

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

3. ADMINISTRATION/FINANCE**A. Monthly Financial Report**

Deputy Finance Director Katie Greenwood presents the monthly financial report for August, 2026. She states the General Fund is at \$ 6.4 million; revenue 57% collected, the 1 ½ sales tax – little over a million dollars. Hospitality Tax is up quite a bit at \$150,000 payment which is pretty high compared to previous years. Occupancy tax jump over 6% over last year at this time. Oil impact 1.6 million which is 18% over last year. She feels the oil impact will start to decline a little. Utility revenue 68%; enterprise expenditures 67%. She does state the City receives from Stark County \$5 million of oil impact pool amount that we receive more after September.

B. HR Monthly Report

HR Director Shelly Nameniuk presents the Hiring Journal which was updated on 9/4. Police Officers have 5 openings – hired 1 as a return officer; Public Safety Telecommunicate has 4 openings; Fire Department– paramedic working on creating roster; FF EMT – 2 open; and Administrative Assistant is in the background phase. Public Works has 1 street operators; solid waste operator 1 opening; and Public Works position is still open. The committee just finished the 2nd interview stage. Engineering/Community Development has a Building Inspector II – 1 opening; along with the Museum – 1 museum gift shop; building service worker PT – 1; and Marketing – has one opened position which was advertised internally.

C. Tobacco License – HouseRECKER 2026 Proof LLC DBA The House of Booze

City Administrator Dustin Dassinger states the City has received a tobacco license application from HouseRECKER 2026 Proof. This is located at 1173 3rd Avenue W.

This is formally House of Booze which was sold on 9/27/2026. City Administration recommends approval.

MOTION BY: Russ Murphy

SECONDED BY: Robert Baer

To approve the Tobacco license for HouseRecker 2026 Proof LLC DBA The House Of Booze.

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

4. **PUBLIC WORKS**
A. No Report

5. **PUBLIC SAFETY**
Fire

1. **No Report**

Police

A. Police Department

1. **No Report**

6. **COMMUNITY DEVELOPMENT SERVICES**

A. 202606 – 15TH Street Extension Property appraisal RFP award to Valbridge Property Advisors.

Planner Natalie Birchak presents a request for proposal award for a property appraisal service associated with the project 15th Street Extension project. The lowest total proposal was \$11,000 from Valbridge Property Advisors. The City is looking to appraise four properties, including one owned by the City, one owned by the Dickinson School District, and two owned by the North Dakota State University. These properties are being appraised as part of the 15th Street Extension project for a potential land swap. The project is planned to be completed during the 2026 construction season. The project was budgeted for in the 2026 capital improvement project plan. The city engineering staff recommends approval.

Vice President Jason Fridrich states the land swap with NDSU and this is the first step and it would need to go to the State for approval prior to the swap.

MOTION BY: Robert Baer

SECONDED BY: Russ Murphy

To approve the 15th Street Extension property appraisal to Valbridge Property Advisors.

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

B. Energy Center 6th Construction Engineering Task Order to Highlands Engineering.

Engineering and Communities Development Director Josh Skluzacek presents for consideration is a task order for construction engineering with Highlands Engineering & Surveying, PLLC to construct the public infrastructure for the Energy Center 6th project which includes approximately 1,700 lineal feet of sanitary sewer and the storm water management facility in Tract 1. The total estimate for the scope of work as stated in the Task Order is \$40,000.00. As per the development agreement which was approved by the City Commission on April 7, 2026, the OWNER will pay for all construction within the City of Dickinson platted right-of-way, easements, and/or Tract 1. The financial security and insurance requirements for the public infrastructure as defined in Section 7 of the development agreement will be submitted to the City of Dickinson. All costs for the construction engineering and inspections will be paid by reimbursed to the City of Dickinson by the Owner. A one-year warrantee period for the construction of the public infrastructure is included once substantial completion of the construction has been met.

MOTION BY: Russ Murphy

SECONDED BY: Robert Baer

A. To approve the Energy Center 6th Construction Engineering Task Order to Highlands Engineering.

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

7. **PUBLIC HEARING – 5:00 P.M.**

A. Public Hearing – 2027 Proposed Budget

Deputy Finance Director Katie Greenwood states the full budget packet is on line for anyone to review. Ms. Greenwood explains the General fund expenditures increase is 4.6% - 70% is salaries and benefits; possible 2% COLA or 3% based on CPI's. variances – ones over 5% - administration 9.6% increase – postage and telephone all in city hall moved to admin. Fire 8.2% due to salaries – 26 FT employees with 8% health insurance increase. IT has a new software budget if \$250,000 for implementation and annual fee \$300,000; Court 12% increase due to legislative or jail cost or attorney fees no reimbursement for those costs; Museum – 9% increase due to building repairs – \$45,000 dollars; PW 12.6% increase – wage continency – assessment that we are doing this summer and don't know what the results of this study has known. Street 13.8% increase due to various equipment. Utility billing 8.7% increase as we will be moving utility billing software into the budget.

Administrator Dustin Dassinger discusses salaries and benefits. He is asking the Commissioners to consider a 2% with a step increase. Recognize 1 -2 add cost \$215,500. Local labor market, continued cost of living compared to their public entities. Labor very competitive. This can be reflected in HR report. Hard to fill those positions. Stark County 595 job openings in May. Compete with other cities, stark county and state of ND. Employees continued higher cost. Prices have not come down. Important to increase COLA – reorganizations changes in overall cost. There are two different factors of this competition. City has made significant process in personnel but now we are slipping backwards. \$215,500 investment in work force. Cost of training can quickly become more expensive than retention. Continue to provide services we need good staff. There would be a 2% COLA plus step raise. This would be an investment for the city. Administrator Dassinger is asking the Commission to please consider this 2% COLA.

Vice President Jason Fridrich states what portion does the city pay on health insurance. If a 15% increase in health insurance without a cost-of-living increase makes them make less money each year. This is probably a no brainer here for me. COLA match CPI - 2% in private sector do a good job may get a bonus. Step increase is a bonus. I don't like to calculate that into CPI – over and above. COLA going forward should at least meet CPI. Cost of living goes up each year.

Commissioner Russ Murphy agrees with that also. He states looking at the HR report that is consistently is lengthy in employees and I would agree if you are in private sector if offered you would be looking for other employment. People work hard and are committed to the city and I would agree that we move it to the 2% for 2027 and work on CPI adjustment and work into budget. Employees best asset and face of city when doing job. And to get qualified people to stay here and not have continued training this has to be done. No other way. Agree that we work that in 2027 and in 2028 to get up to CPI. Cannot work year after year and it is not sustainable and not a happy work force.

Commissioner Robert Baer states it is important to pay staff as they are great staff. Increase will help them want to stay but my concern is that if we don't do that we will lose them to private sector. Increase is very necessary.

Director Greenwood states the general fund balancing is \$13.8 million to be received in 2027 in general revenue. End up using \$3.8 million cash on hand. End general fund \$3.1 million. Little lower than carrying it but feel we will end up more. General fund \$5.2

Director Greenwood reviews the proposed fee schedule. Water rates, keeping consumption rate for water but adding a couple dollars for fixed meter fee. Snow birds proposed remove that. She provides a list of new meter rates fee. Labor cost of \$50 an hour. This was for water. Wastewater and reclamation – residential 100% to fixed flat rate; commercial stay the same as rate structure goes. Some changes for several solid waste, etc. Refuse is going to go up \$4. The City did have 5000 gallons of water cap. They would actually be saving with this new structure. No cap on water.

Commissioner Russ Murphy states he has been at multiple meetings and thanks city staff for cutting budget costs where they could and trying to be mindful on how that reflects on cost to residents. These meetings were open to the public and this is a pretty lean budget.

Commissioner Robert Baer agrees with Commissioner Murphy and he feels the staff did a great job trimming the budget and put a lot of work in it. Commend city staff.

MOTION BY: Russ Murphy
To approve first reading of Ordinance No. 1866 with the change to payroll to 2% COLA

ANNUAL APPROPRIATION AND TAX LEVY

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

None

Commissioner Russ Murphy sates the staff put in a lot of work, time and effort and no one likes to see an increase but it is reality that we need to move forward with and some items The City can't stand still and have to more forward and grow as much as we can and make the community that wants to raise kids and put roots down. It is hard cutting and looking where you want to put forth effort in projects but mindful of whom pays the bills.

Vice President Jason Fridrich states he increased the PW Budget for 2 snow gates.

11. ADJOURNMENT

MOTION BY: Russ Murphy

SECONDED BY: Robert Baer

Adjournment of the meeting was at 5:40 P.M.

DISPOSITION: Roll call vote... Aye 3, Nay 0, Absent 2

Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

Rita Binstock, Assistant to City Administrator

APPROVED BY:

Dustin Dassinger, City Administrator

Jason Fridrich, Vice President

Board of City Commissioners

Date: October 6, 2026