

D. Finance Job Descriptions

1. Finance Specialist

2. Payroll Finance Support

3. Finance Generalist

4. Finance Tech

HR Director Shelly Nameniuk states since vacancy of the Financial Supervisor as the City did have a period of time attempted to fill the position but was not successful. Duties have been split up. Realigned all positions within the department. Director Nameniuk presents the Financial Generalist, which was Accounting Tech. She states this was a Grade 12. This change to Financial Generalist would be to a Grade 13 to realign and additional duties. Payroll Specialist which is a Grade 13 would be reclassified to a Payroll and Finance Support Position and a Grade 14. Additional duties would include finance responsibilities such as auditing, budgeting, and others. Director Nameniuk states the Accountant to Finance Specialist and move to Grade 15. Additional duties cross training so this position would cross train with payroll, administration, etc. special requirements NDLC auditor's certification within the year of employment. The Finance Tech Position which would do some entry duty requirements. After reviewing positions and realigning variety, external audit, support utility billing, clerical and office support. Grade 12 nonexempt.

Commissioner Jason Fridrich questions the Finance Specialist if this was updated in 2021 and did the City do a grade change in 2021.

Deputy City Administrator Linda Carlson states the Budget Specialist was at a Grade 15. Yes, this was reviewed in 2021 and then went to a Finance Supervisor position. Ms. Carlson states when the City changed this Budget Specialist the Finance Supervisor was dropped. Yes, to the question. She states the way she looked at these positions and worked them backwards and left Finance Supervisor could take over and not fill that one at all and that is a higher grade but I am not going to fill that position at all. Taking steps for succession and leadership. She states she is doing what it is going to take for the Finance Department to continue in doing what is needed. Ms. Carlson states as for the Finance Tech position which is a Grade 12, the City needs customer support. She states the City did bring this position forward last year as the City was looking at customer support administrative support that could cover windows in utility billing, court and even assessing at that time. The City didn't get to move forward. This position would be able to support extra departments upstairs and other financial duties and this would help support. Also, for segregation of duties in audit we always get written up for it. Very hard for those types of position because we use different naming types and duties. What is it going to take to make the City going in very little of 3 to 4 people going? Ms. Carlson states her staff is excited to learn more and have some leadership in accounting in payroll, audit and possibly have succession.

HR Director Shelly Nameniuk states that the City took all duties and moved them to a higher grade level and higher position and not all duties are the same and finance supervisor duties are into the other rolls. Yes, we would be hiring new in that position.

Commissioner Jason Fridrich questions why the new position isn't going through the 2025 budget.

Deputy City Administrator Linda Carlson states because of the finances and wages and having positions in there for 2024 budget and these positions would started as of July 1, 2024 as the City has extra funds. With these positions going forward it would take funds that are already in there. In 2025 the department dropped in wages due to this promotional and going this way with the 4 positions.

Commissioner Fridrich questions if the Finance Director will be dropped for 2025 as this will be an unfunded position. An unfunded position in 2025. Anyone else concerned that we are taking out accounting requirement for this position.

HR Director Nameniuk states the economy is doing away from the degrees. Ms. Nameniuk states that Ms. Carlson's staff looked at other job descriptions for this position.

Deputy City Administrator Carlson states she talked to ND job service and also stated for the first two positions you are not usually going to get someone to come in at that wage level with a degree.

Commissioner Fridrich questions the Finance Generalist has also dropped the accounting degree and raised a grade?

Commissioner John Odermann states due to additional responsibilities is why we are raising the grade.

Deputy City Administrator Carlson states the City turned positions that anyone of them can cross train for the audit and budget. That is why our budget look so much better than it does, taking it at real time. I see a great leadership going forward in the next couple of years. Great team going forward and nothing is going to be missed. Taking the reins and succession. It is a learned process in governmental.

Commissioner Fridrich states the Finance Generalist would be an upgrade in 2021. Accounting Generalist would be a Grade 12. Commissioner Fridrich states his biggest concerns are the education and experience. The City is talking a pretty complex Finance Department and only top position requires accounting and that is not even requiring it. The top position here today. Shouldn't someone in the department have an accounting degree.

HR Director Nameniuk states if you want to change that requirement or the equivalent. The staff needs to have that requirement or equivalent and if the future we can change that degree.

Commissioner Fridrich asks why the City is not trying to replace the Accountant.

Deputy City Administrator Carlson states they did not get the applicants for the Accountant position. That is why the City pulled it. Reorganize and redo the job descriptions and pulled the team together and do it with the three of them.

Commissioner Fridrich states the City is lowering education requirements and giving them more duties and changing the name.

Deputy City Administrator Carlson states that when she reads the Accountant Title should look at someone that has a CPA. The titles are Finance Tech; Treasury Tech are titles being used. She states they went with the standard. She wants to go with the names of them to be marketable. If she uses these titles, she is going to be able to gear some people enthusiasm and learn and continue to school. She didn't have any succession in this before.

Commissioner John Odermann states the Financial Specialist is formerly Accountant. He states if he is in the situation to hire and the City has an applicant has an Accounting Degree and another one that worked in experience for 10 years and experience outweighs the degree. Degree requirement only limits candidates. Job description has requirements.

Commissioner Robert Baer agrees with Commissioner Fridrich is saying is 3 of these positions that individual have going to move up in. Again Grade 12 position is a new position. That individual would have additional floating from department to department is that a position that could be put on hold for another year and go for possibly to do well with the other three.

Deputy City Administrator Carlson states she will open them up but I am looking for promotions for the three I have. Finance tech internally and externally. She is still putting Finance Generalist with AP and AR and get the finding off of the audit for the last three years. Not to have one person that invoices and then writes a check to a vendor. She doesn't have enough team members on it.

Commissioner Robert Baer states at the end of last year that the City was not going to hire new staff for this year's budget and she thinks that was made perfectly clear so he has an issue with going against of what I think that the Commission at that time understood the situation for this year going into the budget. Last week when we went through budget that none of these positions were discussed. The City is not filling it because the salary is low, if we increased that position pay scale would that make that more appealing. Is that we are not getting anyone.

Deputy City Administrator Carlson is redoing the budget for 2024 and with 2025 with these budgets adding these positions. She states her staff is looking at this as an advancement.

Director Nameniuk states the City had done the Accountant interviews and they didn't have experience but had the degree. The Accountant and now Finance Specialist – preferred bachelor's degree or 5 years' experience

MOTION BY: John Odermann
To approve the Finance Specialist job description

SECONDED BY: Jason Fridrich

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

Director Nameniuk states the Payroll Specialist is now a Payroll and Finance support.

Commissioner John Odermann states there are a lot of things that were crossed out with judgement, relationship, etc. something we are doing to make more uniform.

Director Nameniuk states this was used for scoring and not really needed anymore

MOTION BY: Robert Baer
To approve the Payroll and Finance Support.

SECONDED BY: John Odermann

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

MOTION BY: John Odermann
To approve the Finance Generalist.

SECONDED BY: Jason Fridrich

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

President Scott Decker discusses the Finance Tech. He feels that the City does need someone that is bilingual and especially front desk. Float with assistance in helping out.

Commissioner Robert Baer does have an issue during our budget discussion not going to hire new positions for this year. I can't vote for this position and stick to what we agreed to last year. His understanding is to have an individual who does these things already and he has received complaints that there is more time spent on the phone then done work. Commissioner Baer does not want to hire another person who spends time on their phone. He is being told by staff that individuals are not doing work and why are we hiring someone to spending more time on their phone.

Commissioner John Odermann states for one of the things we have to be aware of is that things might change and I understand we had this conversation last year but I think Mrs. Carlson has done a lot of great work done here and saving the position but we are not filling a position that was budgeted for and we are saving those dollars. He struggles with the thought process that the Commissioner are going to marry ourselves to what the decision we made 12 months ago.

Deputy City Administrator Linda Carlson states when she lost Mr. Morey to Account Specialist in 2019 and then put him in a supervisor position. She was mentoring him to take on. When he left all things changed. I had 3 people that are doing all the work. Ms. Carlson states her finance team is busier now and taking on special duties I asked that they have a 2% interim pay to take on more duties to pick up where we left off. They don't take vacation; they don't do sitting around. Ms. Carlson would like to know who said that they are sitting around when they are taking on auditor and new budget. She states she is saving \$16,000 dollars in 2025 all going back to general fund just by doing with what we did. Now going to be down to 2 people in September and without this position and if I lost one, I have two people left to do the city finance that is all I got. They are not accountants. They do not have a Bachelor's Degree. I need to have this position. I would forgo the promotions to get the finance tech.

Commissioner Jason Fridrich states he understands where you are coming from. Not that we had this conversation a year ago. If you are truly thinking about retiring in a year or two, why are we not trying to fill the top position? We put it out there for a month, closed it and dropped it. We leave a position open a longer time and gave up. We are hiring a fourth person we really don't need if we hire a top position because next year, we are going to fill the top position. We need someone in that position in a year or two before replacing you.

Ms. Carlson states the team that was interviewing we believe there were no applicants that had the experience that had a Finance Supervisor job with audit, budget and accounting. They may have the degrees but what their suggestion was, I don't want to present in front of Commission and want to do background accounting. We need someone to understand government accounting and she would rather take 2 years and mentor the four people that we have when I leave. She won't put someone in a position that she doesn't think they can do the job. She can't fill the seat, want experience, knowledge and understand government.

Commissioner Fridrich asks why not promote that person and we back fill that position and go forward. If none of these people are ready in a year and train the new person. In next year you will be coming forward looking for that supervisor.

Ms. Carlson states she need to separate AR and AP. That person would be able to take this over. If Ms. Carlson walked out that person would be able to do what she does right now. They would be able to walk in and do the job right now. Now she's got a team that has the leadership but she can't do it without people. You cannot do it with three. She will do whatever the Commission asks. It doesn't make sense in my checkbook. She has been treated more as a Finance Director than a Deputy. She is a Manager, Supervisor and Finance Director, that is the only way she can mentor my staff to take it over. If she doesn't have bottom staff to be able to move up the city will lose them.

President Scott Decker asks to table this position and let the two concerned Commissions have father discussion with Ms. Carlson and figure it out.

MOTION BY: Robert Baer

SECONDED BY: John Odermann

To table the Finance Tech position until the next meeting and to have discussion with Administrator Dassinger, Deputy City Administrator Carlson, Director Nameniuk and Commissioners Fridrich and Baer.

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

Commissioner John Odermann questions if the City is following parliamentary procedure question as the City has already tabled DSU funding. Can you table two times in a meeting.

Director Nameniuk states Ms. Carlson did not come in under someone else, succession before retire but that is her plan.

E. HR Monthly Report

HR Director Shelly Nameniuk presents the monthly hiring journal which includes 3 openings in the Police Department, 1 full time firefighter, street has 4 openings; solid waste 3 openings and states all seasonal positions were hired. The Planner position is in the background phase. She states a number of volunteers for the museum and one limited hour librarian has been hired.

5. PUBLIC WORKS

A. Partnership Agreement with ND Solid Waste and Recycling Association for Baler Building Grant

Public Works Director Aaron Praus presents a partnership agreement with the ND Solid Waste and Recycling Association for the baler building grant. He states this is part of the EPA Community Change Grant Program requirements. The EPA Community Change Grant Program is being applied for to assist with the funding of the Baler Building Expansion project that is currently in the design stages. If rewarded, this grant could potentially fund the complete project however a partnership is required with a non-profit organization to assist throughout the project. NDSWRA will facilitate community engagement meetings and provide educational information and materials throughout the duration of the grant period. Compensation for their services is \$20,500 as outlined in the attached agreement. City Attorney Wenko has reviewed the agreement.

MOTION BY: Jason Fridrich

SECONDED BY: John Odermann

To approve the agreement with ND Solid Waste and Recycling Association for the baler building grant.

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

B. Public Works Monthly Report

Public Works Director Aaron Praus updates the Commissioners on the quarterly public works report. He visits about the cemetery reimbursement claim. There will be a committee will review the claims for reimbursement and will be presented to the commission. There were 318 fleet work orders. He states the entire city has been swept which include all the streets with 2 passes and the chip seal sweep is 4 passes. He also discusses the public events which include Family Fun Day which 800 hot dogs were away.

6. PUBLIC SAFETY

A. Fire

1. No report

B. Police

1. No report

7. COMMUNITY DEVELOPMENT SERVICES

A. 2025 Geotechnical Engineering Services

Project Engineer Kris Keller presents an engineering service contract for soil sampling and testing. This agreement would support several upcoming projects to include the

watermain, library and 2025 road maintenance, and others. The total testing is \$178,160 dollars and not to exceed this amount. City Attorney has reviewed the contract and the Engineering Department recommends approval.

MOTION BY: John Odermann
SECONDED BY: Jason Fridrich
To approve the 2025 Geotechnical Engineering Services agreement.

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

B. 2024 Road Maintenance Change Order

Engineer and Community Development Director Joshua Skluzacek present a change order with Northern Improvement Company to perform for a mill and overlay for 21st Street West from Prairie Avenue to 3rd Avenue West. The cost for this maintenance project is \$291,407.91. This change order is associated with the original contract for the project which was approved by the City Commission on March 19, 2024. There will be a significant amount of improvement to this area. The average daily traffic count as of 2023 for this segment was 9,165. This segment has rutting in the pavement surface which will be repaired with this mill and overlay proposed with this change order. The 2024 Road Maintenance project was approved with the 2024 capital improvement project budget for a total amount of \$8.0 million. Gross Production Tax funding is available to support the needed repairs.

MOTION BY: Jason Fridrich
SECONDED BY: John Odermann
To 2024 Road Maintenance Change Order with Northern Improvement Company.

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

C. Special Use Permit – Plum Creek Canines

Engineer and Community Development Director Joshua Skluzacek presents a special use permit for Plum Creek Canines. The address for this special use permit is 644 4th Street West and it is zoned R3. Staff recommends approval with conditions; 7:30 a.m. to 6:30 p.m. M-F, sole employee, no overnight stays to be allowed, single family residence which is 800 square feet. There is a 255 square feet exercise area with a chain link fence. The owner will be coming in annually to give a report of the facility.

MOTION BY: John Odermann
SECONDED BY: Robert Baer
Adopt Resolution No. 33-2024.

RESOLUTION NO. 33 - 2024
A RESOLUTION APPROVING A SPECIAL USE PERMIT TO PLUM CREEK CANINES FOR A PET CARE LOCATED AT 644 4TH STREET WEST, DICKINSON, ND

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

D. Sanitary Sewer Service Replacement SID Resolution for 43 6th Avenue W.

Engineer and Community Development Director Joshua Skluzacek presents a resolution for the address of 43 6th Street West. This is a voluntary special assessment for the address as listed above for \$7,500 with 5.9% interest over a 10-year period. The property owners voluntarily are asking for sanitary sewer to be replaced.

MOTION BY: Jason Fridrich
SECONDED BY: John Odermann
Adopt Resolution No. 34-2024.

RESOLUTION NO. 34 - 2024

A RESOLUTION CREATING A VOLUNTARY SPECIAL ASSESSMENT FOR SANITARY SEWER SERVICE

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

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

A. DSU Funding Request – Ag Building

Executive Director for the DSU Heritage Foundation Ty Orton states that the DSU Ag Building project is moving forward with \$17.1 million dollars from the State of ND and they have also received \$900,000 from fund raising. The plan is to break ground in the spring 2025. DSU is also trying to redo Selke hall and complete Woods Hall. Mr. Orton states there are a total of 1,500 students. Indoor arena is \$14 million dollars; looking for a million-dollar endowment. They will need someone to run this facility and this will be one more FTE. He states educating students comes first. If they don't have the entry way, they will have less seating capacity. It also has classroom area and display area. At this time DSU got rid of the locker rooms as there were not enough funds for it. An addition would be a universal adult changing area. They are not raising money for the classroom. This week raised \$60 million dollars for DSU. He feels that 1 FTE will be approximately \$60,000 and \$25,000 per year for maintenance. Project is moving forward, classroom starts 1/1/2025. Indoor arena meeting soon. DSU will not have our indoor facility for 2 semesters. Asking is still \$2 million dollars to do entry way and enclose the facility and take the facility to the next level.

Commissioner John Odermann thanks Mr. Orton for the presentation. Commissioner Odermann asks if DSU has any potential donors waiting to see what local is going to give? Commissioner Odermann feels that Pleasant Valley Arena has a nice ring to it.

Mr. Orton has talked to a lot of donors and spreading the word on the upgrade. Donors are supporting no matter what.

Commissioner Robert Baer states this is a wonderful presentation. This is a great project however; he does have a concern. He learned this past week that per the League of Cities let the City know that in all probability property tax will be on the ballot. Concern is not knowing on where the money is going to go. Ambulance, airport terminal, museum to build, I am wondering if it, if possible, for the university to wait until November to give them an answer to see where the measure goes. Where would this money come out of.

President Scott Decker states it is unknown is what happens to GPT and prairie dog. Anything is on the table if these passes. Future fund it is identified as some parameters as how it is to be used. President Decker does not think the City can do the full \$2 million at this time with the unknown. The City does have some CD's that are coming mature that city could disperse over 5 years. Quality of life. If we didn't have that community center Dickinson would be a different community.

City Administrator Dustin Dassinger states the main stream of funds would be 30% of the 1% sales tax.

Commissioner John Odermann states if the tax issue is on the ballot this is based on the City's future, questions things that will make things very difficult for municipalities to provide services for the citizens. Commissioner Odermann would like to hear from rodeo team on this facility to really kind of highlight and puts us into attracting students.

Commissioner Jason Fridrich states this is a good project. His concern tonight is to make a decision short one commissioner. He thinks this vote should have all commissioners to vote for or against.

MOTION BY: John Odermann
To table the DSU Funding item until next meeting.

SECONDED BY: Robert Baer

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

B. Dickinson Rail Fanning and Model Railroad Club

Mr. Marek Ficek Amtrak updates the Commission on The Dickinson Rail Fanning and Model Railroad Club. He states that Amtrak is largely unprofitable and the North Coast Hiawatha would significantly increase federal taxes. Mr. Ficek also states Big Sky Passenger Rail Authority's presentation was misleadingly optimistic. Mr. Ficek feels that Dickinson does not require passenger service as there are other options. It is doubtful if the Big Sky Passenger Rail Authority will have much control of the situation. He states even if Amtrak were to return, it is questionable if the desired effect would happen. The situation may have significantly changed in 12-plus years that it will take to bring the North Coast Hiawatha back.

Commissioner John Odermann thanks Mr. Ficek for his presentation. Commissioner Odermann states he knows it can be stressful to speak to the Commission and someone of Mr. Ficek's age to do such a good job that Mr. Odermann congratulates him on the presentation.

C. Public Hearing – Chapter 14 Code Amendment – Floodplain Model Ordinance

Engineer and Community Development Director Joshua Skluzacek presents the is a Floodplain Management Ordinance to repeal and replace the existing Ordinance 1404 which is the Flood Damage Prevention Ordinance which was approved on November 1, 2010 by the City Commission. The new model ordinance is the recommended ordinance for all communities to adopt in North Dakota being it meets all Federal and State requirements for communities due to the Flood Insurance Rate Map (FIRM) update for Stark County. The new FIRM update will become effective August 28, 2024. Director Skluzacek states by adopting this model ordinance, the City of Dickinson will be eligible to continue participation in the National Flood Insurance Program (NFIP). This new floodplain Management Ordinance will be incorporated into Article 14 of the City of Dickinson Municipal Code. Ordinance 1404 was a stand-alone ordinance that was difficult to find being it was not incorporated into the Municipal Code. The city engineering staff recommends approval.

President Scott Decker opens the public hearing up at 6:05 p.m. Hearing no public comments, the hearing was closed at 6:06 p.m. and the following motion was made.

MOTION BY: John Odermann
To approve first reading of Ordinance 1800.

SECONDED BY: Robert Baer

ORDINANCE NO. 1800

AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 14 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO FLOOD PREVENTION

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

D. Public Hearing – Chapter 7 Amendments – Penalty Updates

City Attorney Christina Wenko presents Chapter 7 amendments which are done through the Building and Codes Department. These are various penalties for various sections of the code. Attorney Wenko states in order to be uniform throughout the code and make it easier to locate and understand these changes will be made. She states the language will be changed to the conviction fine of \$1,000 and charge with a misdemeanor. The change will be a misdemeanor no matter what and this will be consistent within the chapter.

Commissioner John Odermann questions the working as the person will be guilty.

City Attorney Wenko states the there will be adequate due process in this section.

President Scott Decker opens the public hearing at 6:11 p.m.

Building Official Leonard Schwindt states as far as penalty updates this code has never been changed. These changes will make it more efficient and more fluid transition to be in proper compliance.

Commissioner John Odermann questions the time of the notice and do people have enough time and the city is not moving too fast. Is there enough time for the city to track down people and inform them of the violation?

City Attorney Christina Wenko states cases that have been dealt with in the past have been really bad, such cases are junk piled up in the yards. She states the city is talking cases that the property is literally riddled with junk. She states this process allows the city to have more teeth in what the city requires.

Commissioner Robert Baer states by this time that it gets to the attorney these are probably repeat offenders and have had plenty of time by this time to get things right in the matter.

President Scott Decker closes the public hearing at 6:18 p.m. and the following motion is made.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

To approve first reading of Ordinance 1801.

ORDINANCE NO. 1801

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 7.180 OF CHAPTER 7 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO PENALTIES FOR BUILDING VIOLATIONS

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

E. Public Hearing – Chapter 20 Amendments – Weeds

City Attorney Christina Wenko presents Chapter 20 amendments which pertain to weed control. She states this pertains to the height of the plant growth. Attorney Wenko states this language will be added into the chapter to clarify the growth when citizens ask for the code. This code does go along with the international code. She states the international property maintenance code for weed control cannot exceed 10”.

President Scott Decker opens the public hearing at 6:20 p.m. Hearing no public comments, the public hearing is closed at 6:21 p.m. and the following motion is made.

MOTION BY: Jason Fridrich

SECONDED BY: John Odermann

To approve first reading of Ordinance 1802.

ORDINANCE NO. 1802

AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 20.08 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO WEEDS

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

F. Public Hearing – Chapter 21 Amendments – Mobile Home Parks

City Attorney Christina Wenko presents Chapter 21 amendments which pertain to mobile home parks. This would amend and reenact housekeeping alphabetize section and it will remove appeal section; incorporates reference to mechanical code and adds a penalty section. This outlines very clearly the penalty section to maintain consistency.

President Scott Decker opens the public hearing at 6:23 p.m. Hearing no public comments, the public hearing is closed at 6:24 p.m. and the following motion is made.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

To approve first reading of Ordinance 1803.

ORDINANCE NO. 1803

AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 21.40 AND ARTICLE 21.50 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO MOBILE HOME COMMUNITY LICENSE AND CAMPGROUND LICENSE

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

G. Public Hearing – Chapter 24 Amendments – Nuisances

City Attorney Christina Wenko presents chapter 24 amendments which pertain to nuisances. She states this would amend the code quite a bit during property maintenance issues. This section does not have a designated penalty section. The City would like to main this section identical. She states this is for cleanup to make it clear in regards to the penalties for nuisances.

President Scott Decker opens the public hearing at 6:27 p.m. Hearing no public comments, the public hearing is closed at 6:28 p.m. and the following motion is made.

MOTION BY: Robert Baer

SECONDED BY: John Odermann

To approve first reading of Ordinance 1804.

ORDINANCE NO. 1804

AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 24.08 OF THE CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO STORAGE OF JUNK, MAINTENANCE OF BLIGHTED STRUCTURES, ETC

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

H. Public Comments not on Agenda

No public comments.

9. COMMISSION

Commissioner John Odermann is asking if there is any update on the topic of documentation and if the city has had any discussions with leadership in regards to how the city wants to do documentation

City Attorney Christina Wenko states that HR Director Shelly Nameniuk and herself had a conversation about this subject recently. Ms. Nameniuk has recently attended a SHRM conference and at the conference was a presenter who deals with these issues and a seminar on documentations. Ms. Nameniuk could do a training for not only city staff but also for

Commissioners. There would be 2 sessions about 30 employees in each. This would pertain to manager, supervisors, etc. Also, code updates will be coming.

Commissioner John Odermann states CHI as a recipient of funding for the operations of a homeless shelter. The plans of a homeless shelter are moving right along. They have seen a second potential site for the shelter. Commissioner Odermann would like to visit about the \$500,000 that was earmarked for the homeless shelter and is now being spent on an ambulance. He states they were awarded \$1 million dollar grant through the State but they are going to come up a bit short yet. He feels this might be something that they can visit about during the budget session. He feels the city is in a good provision to provide a much-needed service in Dickinson. He states that an environmental assessment is necessary to unlock the funds and this would cost about \$7-10 thousand dollars.

Commissioner Robert Baer states that himself and Commissioner Odermann had visited a second site for potentially having a homeless shelter in it.

ADJOURNMENT

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

Adjournment of the meeting was at 7:50 P.M.

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

OFFICIAL MINUTES PREPARED BY:

Rita Binstock, Assistant to City Administrator

APPROVED BY:

Dustin Dassinger, City Administrator

Scott Decker, President
Board of City Commissioners

Date: August 6, 2024