

**I. CALL TO ORDER**

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

**II. ROLL CALL**

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

Telephone: None

Absent: Vice President Robert Baer

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

MOTION BY: John Odermann

SECONDED BY: Joe Ridl

To approve the December 3, 2024 meeting as presented. Remove 2C – 2025 Liquor License Renewals.

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

**3. CONSENT AGENDA**

A. MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

**B. Approval of Meeting Minutes dated November 19, 2024.**

**C. Approval of Accounts Payable, Commerce Bank and Checkbook**

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

**4. ADMINISTRATION/FINANCE****A. Legacy Square Bid Acceptance**

City Administrator Dustin Dassinger states on November 18, 2024 bid opening took place for Legacy Square for 2025. Two bids were received, Spur Bar for \$4,005 and Southside Saloon for \$4,500. City staff recommends the bid to be awarded to the Southside Saloon.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To approve the Legacy Square Bid for 2025 with Southside Saloon.

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

**B. 2025 Tobacco License Renewals**

City Administrator Dustin Dassinger presents the 2025 Tobacco License Renewals. He states there were a total of 49 renewal submittals. The City has been in contact with Superpumper on West Villard with no response. City staff is recommending approval of the 2025 tobacco license renewals.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To approve the 2025 Tobacco License Renewals as presented.

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

**C. 2025 Alcohol License Renewals**

Removed from agenda

**D. Recall Election Update**

City Administrator Dustin Dassinger updates the Commission on the recall election. He states the recall is being held due a petition submitted to the City Administrator that meets

the threshold for the number of valid signatures required (424) to initiate the recall process for Commissioner Fridrich. The recall election will take place on March 11<sup>th</sup>, 2025 at the Biesiot Activity Center (BAC) from 7: 00 am – 7:00 pm MT. Administrator Dassinger outlines the timeline of events regarding the recall. The election will be held on March 11, 2025.

Administrator Dassinger stated the county has given the City guidance but will not administer the election. The election will be running by the City and this is the first election it has ever run. The cost estimate will be at least \$20,000 or higher.

**E. System/Network Administrator Job Description**

IT Director Aaron Meyer states to fairly and accurately represent the IT Staff positions an extensive review process throughout 2024 in order to update the existing Advanced Computer Technician Job Description. This position had a name change to System/Network Administrator. The intent of this rewrite is not only to encompass the job duties that are being performed, but also to ensure it remains current with our ever-changing field. This change will move the position from Grade 15 to Grade 17, and will become an Exempt Position.

MOTION BY: Joe Ridl

SECONDED BY: Jason Fridrich

To approve the System/Network Administrator Job Description

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

**F. Multimedia and Computer Support Specialist Job Description**

IT Director Aaron Meyer states in an effort to fairly and accurately represent the IT Staff positions, an extensive review process throughout 2024 in order to update the existing Computer Technician Job Description. This position will be renamed to Multimedia and Computer Support Specialist. The intent of this rewrite is not only to encompass the job duties that are being performed, but also to ensure it remains current with our ever-changing field. This change will move the position from Grade 12 to Grade 14, and will remain as Non-Exempt.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To approve the System/Network Administrator Job Description

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

**5. PUBLIC WORKS**

**A. Reports**

**6. PUBLIC SAFETY**

**A. Fire**

None

**B. Police**

None

**7. COMMUNITY DEVELOPMENT SERVICES**

**A. 202105 – 4<sup>th</sup> Street East and 26<sup>th</sup> Avenue East Street Project Contract Amendment to Civil Science**

Senior Engineer Kris Keller presents a task order amendment with Civil Science Infrastructure, Inc. to perform engineering services for the project at 4<sup>th</sup> Street East and 26<sup>th</sup> Avenue East Street improvements for an hourly not to exceed amount as specified in the contract of \$59,000.00. The City Attorney has reviewed this contract, and has no comments.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve the task order amendment with Civil Science for 4<sup>th</sup> Street E and 26<sup>th</sup> Avenue E.

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

**B. 2025 Watermain DWR Letter of Approval to Submit Grant Application**

Senior Engineer Kris Keller presents a letter of approval to submit a grant application to the North Dakota Department of Water Resources regarding the 2025 Watermain Project. The project is anticipated to replace approximately 12-blocks of aged 6-inch cast iron watermain with 8-inch PVC watermain. The 6-inch cast iron watermain are the most frequent watermain to break within the City of Dickinson which is why these are a priority for the project. The City of Dickinson appreciates the opportunity to apply for the municipal water supply grant through the DWR. The grant will allow the City to provide safe and adequate drinking water to our citizens for years to come.

MOTION BY: Joe Ridl

SECONDED BY: John Odermann

To approve the 2025 Watermain Letter of Support for grant application.

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

**C. Dickinson High School DWR Letter of Approval to Submit Grant Application**

Senior Engineer Kris Keller presents for the Commission consideration a letter of support for the North Dakota Department of Water Resources (DWR) grant application to authorized the City of Dickinson to submit the project grant application. The municipal water supply cost share maximum is 60% from the DWR, and 40% from the Dickinson Public School District. Both construction and construction engineering costs are eligible cost share items. He states the intent is to create a development agreement between the City of Dickinson and the Dickinson Public Schools to require the funding of the watermain for the project to be the requirement of Dickinson Public Schools. A utility easement will be created for the property to encompass the proposed watermain which will be dedicated to the City of Dickinson. The City of Dickinson will own and maintain the proposed watermain after it is installed. The watermain is intended to be looped from Empire Road to Fairway Street with the intent of minimizing any potential future risk of not supplying water to the High School if there were to be an issue with the City of Dickinson infrastructure. This letter of support is a new requirement from the DWR.

Commissioner Jason Fridrich this area is not in the right-away. He is questioning the matching grant as this is not a public right-away. This is questionable.

Engineer Keller states that the Dickinson Public Schools will be dedicating this right-away to the City.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To approve the Dickinson High School Letter of Support for grant application.

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

**D. Sims – 9<sup>th</sup> Street E to 2<sup>nd</sup> Street E DWR Letter of Approval to Submit Grant Application**

Senior Engineer Kris Keller presents a support letter to the North Dakota Department of Water Resources (DWR) grant application regarding the Sims – 9<sup>th</sup> St E to 2<sup>nd</sup> St E Project; City of Dickinson project number 202509. The project is anticipated to replace approximately 6-blocks of aged 6-inch cast iron watermain with 8-inch PVC watermain. The 6-inch cast iron watermain are the most frequent watermain to break within the City of Dickinson which is why these are a priority for the project. The City of Dickinson appreciates the opportunity to apply for the municipal water supply grant through the DWR. The grant will allow the City to provide safe and adequate drinking water to our citizens for years to come.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl



President Scott Decker states this is a voluntary program. The resident would need to apply and qualify and the City is not forcing anyone to apply for this program.

MOTION BY: John Odermann  
To approve Gate City Bank Revitalization Program.

SECONDED BY: Jason Fridrich

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

**C. Public Comments Not on Agenda**

**Ryan Messano**

Ryan Messano visits about the recall election for the City of Dickinson. He is from California and has moved to North Dakota. He is the oldest of 18 children. He has been arrested 7 times in the past four years. He states US is dealing with unprecedented tyranny. He states the love of money is the root of all evil. He states the country is giving the most federal aide to Israel. He states the country needs to be aware of the very clear operations to shut down conversations. He does not like the Jews and we might want to pay attention to this. He is not an advocate to harm or pain any person but the commission will need to answer to their decisions. He would like to restore justice and stop hate crime law. He states of the people should be free.

**9. COMMISSION  
No Comments**

**ADJOURNMENT**

MOTION BY: Jason Fridrich  
Adjournment of the meeting was at 5:55 P.M.

SECONDED BY: Joe Ridl

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: \_\_\_\_\_ December 17, 2024 \_\_\_\_\_