

**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 and Joe Ridl

Telephone: None

Absent: John Odermann

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

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve the January 7, 2025 meeting as presented.

Commissioner Jason Fridrich questions the deadline for the Commission Agenda items and states that when he receives the packet on Thursday, he expects the agenda information will continue to stay the same until the following Tuesday, Commission Meeting.

Administrator Dustin Dassinger states the City needs to be flexible as things do change.

City Attorney Christina Wenko states she is not aware of any opinions that behooves the City from making changes to the agenda. She states if something needs to get in front of the Commission it has been added in the past. There are reasons to pull items from the agenda. She states they would like to have the agenda out on Thursday prior to the Commission meetings but it remains flexible.

Commissioner Jason Fridrich states he prepares himself for Tuesday's meeting. If he gets items and information on the day of the meeting then he does not have enough time to review the items.

City Attorney Christina Wenko states based on the circumstances time pressing by deadline or date. This is hard to say if things do need to be added on. She said something internally can be done to make the Commission aware of the change.

Commissioner Jason Fridrich states that deleting items he can live with but adding is questionable. If adding items, the Commission should be notified.

Commission Robert Baer does agree with Commissioner Fridrich that if items are added on later then he does not have the time to review them prior to the Commission Meetings. He needs additional time to review items.

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

**3. CONSENT AGENDA**

MOTION BY: Joe Ridl

SECONDED BY: Jason Fridrich

**A. Approval of Meeting Minutes dated January 7, 2025**

**B. 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. City Boards/Committee Appointments**

City Administrator Dustin Dassinger states several City board memberships have expired at the end of 2024. Administrator Dassinger states that Troy Bosch does not desire to be reappointed to his respected boards. However, Trevor Ernst, Lisa Giese, Ty Nordby and Kurt Froehlich would like to be reappointed to their respected boards. Administrator Dassinger states he will be working with staff to create an advertisement for another member of the Planning and Zoning Board.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

Approval the Board Appointments as listed.

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

**B. Stark County Emergency Relief Fund**

Emergency Services Director Alaynea Decker would like to have a Stark County Emergency Relief Fund for emergencies such as the warming shelter, fires, and temporary community gathering location for summer storms. She states in the time gap from resources from the State or FEMA is what she is wanting money for to supply food, water, toiletries, and adequate clothing. This would be used for emergencies only. This is something smaller that she would be looking for. She is asking for \$5,000 from the City and \$5,000 from the county each year for the next three years for a total balance in the account of \$30,000. She states there are no Red Cross volunteers in this area. Ms. Decker will provide the Commission a report of any of these funds that would be used.

City Administrator Dustin Dassinger states the City does have an emergency fund set aside for these kinds of items.

Commissioner Robert Baer states when a disaster hits the community is along for at least 48 hours or longer until they get some relief from State or Federal Government. This \$5,000 would provide food, clothing and toiletries.

Commissioner Jason Fridrich states possibly could use the SW Grant.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

Approval of \$5,000 to provide for the Stark County Emergency Relief Fund.

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

**C. Legacy 7 Liquor LLC Transfer – 1005 East Villard in Dickinson, ND**

City Administrator Dustin Dassinger presents a Class A liquor license transfer from Steve Ludwig and Tim Lantz to Mike Staudinger and Todd Tooze. He states background checks were completed and the City recommends approval. This license is located at 1005 East Villard in Dickinson, ND.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

Approval of Legacy 7 Liquor LLC Transfer for 1005 East Villard in Dickinson, ND

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

**D. Legacy 7 Liquor LLC Transfer – 450 12<sup>th</sup> Street West in Dickinson, ND**

City Administrator Dustin Dassinger presents a Class A liquor license transfer from Steve Ludwig and Tim Lantz to Mike Staudinger and Todd Tooze. He states background checks were completed and the City recommends approval. This license is located at 450 12<sup>th</sup> Street East in Dickinson, ND.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

Approval of Legacy 7 Liquor LLC Transfer for 450 12<sup>th</sup> Street West, Dickinson ND.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1

Motion declared duly passed

**E. Reschedule of City Commission Meeting on February 18, 2025**

City Administrator Dustin Dassinger states Capital Connection event is the same night as the City Commission meeting and several Commissioners would like to attend. The Commissioners had decided to move the Commission meeting from February 18, 2025 to February 20, 2025 at 4:30 p.m.

President Scott Decker states the City has been active down on the Legislative floor and want to maintain the presence there. He thinks it is a good thing to move the meeting to another date and attend this event.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

Approval the change of the City Commission Meeting from February 18, 2025 to February 20, 2025 at 4:30 p.m.

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

**F. Election Officers**

Administrator Dustin Dassinger presents the recall special election on March 11, 2025 needs to have approval of the Inspector in Charge which will be Linda Steve. She has verbally accepted the position and will be paid \$21 an hour. Also, Peggy Meduna will be in charge of the Absentee Ballots. She has verbally accepted the position at \$21 an hour. These two ladies have had several years of experience in the election process.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

Approval Linda Steve and Peggy Meduna to their respected positions for the recall special election on March 11, 2025.

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

**G. Board of Equalization Meeting Date in April**

City Assessor Joe Hirschfeld would like to set the date for the Board of Equalization meeting in April. He is requesting the second week of April. The date will be set on April 9, 2025 at 5:00 p.m.

**H. Monthly Financial Report**

Finance Specialist Samantha Buzalsky presents the monthly Financial Report to include restricted and committed funds, investments, 1% sales tax, Hospitality and Occupancy Tax, oil revenue and also the budget comparison for general fund expenses and collections.

**I. HR Monthly Report**

HR Generalist Natalie Torgerson presents the monthly HR Report to include open positions in the various departments, positions with offers and closed positions.

**5. PUBLIC WORKS**

**A. Durapatcher Equipment Approval**

Public Works Director Aaron Praus is planning to purchase a Cimline Dura Patcher to replace our current 2006 Duraco Dura Patcher with approximately 6,000 hours. This unit is similar to our current machine and we have a parts inventory on hand. The old unit will be sold at a future City surplus auction. A proposal was prepared for the City of Dickinson by the Swanston Equipment, utilizing the Sourcewell contract for purchasing. Sourcewell is a competitive contract solution that solicits purchasing quotes nationally. Sourcewell is recognized and used by several government agencies throughout North Dakota for purchasing equipment. Public Works staff recommends the purchase of the Cimline Dura Patcher from Swanston Equipment in the amount of \$100,065 utilizing the Sourcewell contract. This capital purchase item was approved in the 2025 budget for the amount of \$115,000 on a 5-year lease.

MOTION BY: Joe Ridl

SECONDED BY: Robert Baer

To approve the purchase of a Crimeline Durapatcher.

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

**B. Asphalt Crack Sealer Equipment Purchase**

Public Works Director Aaron Praus proposes a purchase of a Cimline Crack Sealer to replace our current 2013 Crafcro with 1,350 hours. This unit has a larger material capacity and a lower profile compares to our current machine. The lower profile will increase visibility around the machine and provide a lower loading height for materials providing better ergonomics to employees. The old unit will be traded in on this new purchase. A proposal was prepared for the City of Dickinson by the Swanston Equipment, utilizing the Sourcewell contract for purchasing. Sourcewell is a competitive contract solution that solicits purchasing quotes nationally. Sourcewell is recognized and used by several government agencies throughout North Dakota for purchasing equipment. Director Praus along with Public Works staff recommends the purchase of the Cimline Crack Sealer from Swanston Equipment in the amount of \$65,522.50 after trade utilizing the Sourcewell contract. This capital purchase item was approved in the 2025 budget for the amount of \$75,000 on a 5-year lease.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To approve the purchase of a Crimeline Crack Sealer.

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

**C. Land Lease Randy Hondl Renewal**

Public Works Director Aaron Praus presented a farm lease with Randy Hondl for 111 acres which is located by the south fire station. This lease is for \$40 per acre and is for one year. He states the city can cancel the lease at any time.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve the Hondl Farm lease for 111 acres for one year.

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

**D. ND State Water Commission/City of Dickinson Contract Amendment**

Public Works Director Aaron Praus presents an amendment to the recently approved contract between the North Dakota State Water Commission and the City of Dickinson to lease property from the City of Dickinson through the duration of the expansion of the Southwest Water Treatment Facility. After further review by the ND State Water Commission, they presented two additional changes as follows: • Section 5: Use of Leased Property. The said property is used for staging equipment only. No fueling or maintenance of tenant's vehicles and equipment is allowed on leased property. Section 17: Hazardous Substances of Hazardous substances are not allowed to be stored on leased property. Tenant is responsible for any cleanup from leaks, spills, or discharge of their equipment on leased property. Public Works staff and Attorney Wenko have reviewed the suggested changes and staff recommends approval.

MOTION BY: Jason Fridrich

SECONDED BY: Robert Baer

To approve the ND State Water Commission/City of Dickinson Contract Amendment.

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

#### **E. Reclassification Forester Job Description**

Deputy Public Works Director Jacob Waldo along with the Public Works Department is planning to reclassify the City Forester position from Grade 15 to Grade 17. This reclassification was approved with the 2025 budget. The City Forester is responsible for the operation and oversight of the City's Urban Forestry Program. This position works closely with residents and other agencies to resolve tree-related concerns around our city and enforce ordinances and policies regarding forestry, and assists with personnel related issues for the Division. The position requires an Associate's Degree in Urban Forestry and 3 years of increasingly responsible experience. Director Waldo states that Public Works and Human Resources staff recommend approval of these changes.

MOTION BY: Robert Baer

SECONDED BY: Joe Ridl

To approve the Reclassification of the Forester Job Description

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

#### **F. Public Works Quarterly Report**

Deputy Public Works Director Jacob Waldo updates the City Commissioners and public on the quarterly Public Works Report.

### **6. PUBLIC SAFETY**

#### **A. Fire**

None

#### **B. Police**

None

### **7. COMMUNITY DEVELOPMENT SERVICES**

#### **A. FLUM – 002-2020 North Energy Center Residential FLUM Amendment**

City Planner Natalie Birchak states recently, City Planning staff was contacted regarding zoning on a property within the City's Extra-Territorial Zone (ETZ), located in the East ½ of the East ½ of the Southwest ¼ of Section 16, Township 140 N, Range 96 W. This is a FLUM for North Energy Center. This the second reading with no changes from the first reading.

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

To approve second reading and final reading of Ordinance 1815.

#### **ORDINANCE NO. 1815**

#### **AN ORDINANCE AMENDING THE FUTURE LAND USE MAP**

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

#### **B. REZ-003-2020 North Energy Center Residential Rezone**

City Planner Natalie Birchak presents a rezoning of a property located in the City's Extra-Territorial Zone (ETZ), located in the East ½ of the East ½ of the Southwest ¼ of Section 16, Township 140 N, Range 96 W. This is located in the North Energy Center residential rezone. This is the second reading with no changes from the first reading.

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

To approve second reading and final passage of Ordinance 1816.

#### **ORDINANCE NO. 1816**

#### **AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE EXTRATERRITORIAL ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.**

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

**C. Final Plat – North Energy Center Residential**

City Planner Natalie Birchak presents a final plat for North Energy Center. This final plat was filed along with the FLUM and Rezone application. The purpose of this final plat is to sell the property for rural residential uses. Staff recommends approval subject to conditions that are outlined.

MOTION BY: Joe Ridl  
Adopt Resolution No. 03-2025.

SECONDED BY: Robert Baer

**RESOLUTION NO. 03-2025**  
**A RESOLUTION APPROVING FINAL PLAT ENTITLED**  
**NORTH ENERGY CENTER RESIDENTIAL SUBDIVISION**  
**STARK COUNTY, NORTH DAKOTA**

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

**D. Renaissance Zone – Landis-Midwest Therapy**

City/County Planner Steven Josephson presents a Renaissance Zone application for Jessica Landis to purchase and rehabilitate for the Renaissance Zone building. This property is located at 257 1<sup>st</sup> Street East. The applicant wants to purchase this building to move her existing practice to this location. Planner Josephson along with City staff recommend approval.

MOTION BY: Robert Baer  
Adopt Resolution No. 04-2025.

SECONDED BY: Joe Ridl

**RESOLUTION NO. 04-2025**  
**A RESOLUTION APPROVING A RENAISSANCE ZONE**  
**APPLICATION BY JESSICA LANDIS**

DISPOSITION: Roll call vote...Aye 3, Nay 0, Absent 1, Abstain 1 (Fridrich)  
Motion declared duly passed

**8. PUBLIC HEARING – 5:00 P.M.**

**A. Giving Heart Day Proclamation**

Giving Hearts Representative Ted Ueckert whom is the representative for Health Services in Hettinger, ND. He represents 15 non-profit organizations in SW North Dakota. He states Giving Hearts Day is the largest giving day in North Dakota and hopes the City and its residents consider giving a gift.

President Scott Decker reads the proclamation.

MOTION BY: Robert Baer  
To approve the Giving Hearts Proclamation.

SECONDED BY: Joe Ridl

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

**B. Public Hearing – Dickinson Recodification**

City Attorney Christina Wenko presents a proposed ordinance change to essentially adopt the Municode. She states this is a standards ordinance for moving forward in the adoption process. Once the adopted and officially approved and then they would send the municode and prep online platform within 3-7 days. City staff will work to make sure it is available for everyone to see.

President Scott Decker opens the public hearing at 5:07 p.m. Hearing no public comments, the public hearing is closed at 5:08 p.m. and the following motion is made.

MOTION BY: Joe Ridl

SECONDED BY: Jason Fridrich

To approve second reading and final passage of Ordinance 1814.

**ORDINANCE NO. 1814**

**AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF DICKINSON, NORTH DAKOTA; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.**

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

**C. Resume back to City Business – For Informational Purposes Only**

**9. PUBLIC COMMENTS NOT ON AGENDA**

Mr. Jeff Ficek brings to the Commission attention the Commission Meetings are not listed on the website. He is getting events ready for SW Patriots Meeting and would like to have the calendar completed.

President Scott Decker states Mr. Messano has abused the City's good graces. He states he does have the freedom to speak but the people have the freedom from Mr. Messano. President Decker excuses any staff or Commissioners from being held hostage with the hate speeches from Mr. Messano. He states this is a free country and if anyone wants to leave, they can leave along with the Commissioners. President Decker states that he will stay at the Commission meeting and listen to Mr. Messano's nonsense.

Mr. Ryan Messano states the Supreme Court rules in 2018 no acceptations for hate speech. He states this is what President Decker said is incorrect. He states millions of Americans are brainwashed. People can listen to ideas they hate to hear. There are lies on TV, social media that is who is being held hostage. He states people should stand up and do something about all of this. The entire media controlled. It is all lies. He states don't give kids under 18 a cell phone.

**10. COMMISSION**

**A. Ports-to-Plains Alliance Washington DC Fly-in – March 24-27, 2025**

President Scott Decker states he was invited to the Ports-to-Plains Alliance Conference in Washington DC from March 24-27, 2025. President Decker will be testifying for Highway 85.

**11. ADJOURNMENT**

MOTION BY: Jason Fridrich

SECONDED BY: Joe Ridl

Adjournment of the meeting was at 6:10 P.M.

DISPOSITION: Roll call vote... Aye 4, Nay 0, Absent 1  
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: \_\_\_\_\_ January 21, 2025 \_\_\_\_\_