Dickinson County Trails Board
December 12, 2025

Board Present: Dykema, Harrington, Herman, Kass, Maas, Niemeier, Norby, Rierson, Markwardt, Reed
Board Absent: Johnson, Mugge, Taylor
1. Meeting called to order by President Norby
2. Adoption of Agenda, Minutes Approval, Bills/Claims Approval: Motion by Maas and 2nd by Kass to approve the consent agenda. Carried.
Bills & Claims: Alliant Energy $155.97, Beck Engineering $1,109.50, Bohlmann, Inc. $275.00, Business Today $792.92, Copper Cottage $358.86, Cory Juergens Construction $30,395.98, Dickinson County News $70.51, Dickinson County $33.81, Marco $49.18, Spirit Lake City of $62.49, US Bank-Trails Credit Card $276.00
Visitors: B. Groen, B. Sackett
4. Board of Supervisors Liaison: Levi Markwardt: No information to share.
5. Development: Final audit items complete. Motion by Harrington and 2nd by Kass to approve final pay application #11 in the amount of $30,395.98 and change order #3 for adjustment of final quantities and contract cost decrease of $5,596.35 to Cory Juergens Construction, LLC. Carried.
b. Clay County Connection Phases I, II & III:
Phase I – Substantially complete. Plan to close out project over the winter.
Phase II – No Action.
Phase III – Plans are being updated to coordinate with ILEC removal of power poles next fall and work through right-of-way next to an acreage in that area. Bid letting moved to 6/16/26.
c. Milford & Wahpeton Trail Heads – Will set a bid date and public hearing at meeting next month with bid opening the week of February 9.
6. Maintenance:
a. 2024 Flood Damage – Waiting for State to close out projects and send reimbursement.
b. 2026 Maintenance – Petersen Trail Drainage Improvements: Proposal received from Beck Engineering to improve drainage, including shoulder filling along Nature Center Trail. Motion by Harrington and 2nd by Dykema to approve Beck Engineering's proposal for the Peterson Trail Drainage Improvements. Carried.
West Lake and North Bay Trails: Will be included with Milford-Wahpeton Trailheads bid letting in February.
7. 2025 - 2026 Development Plan:
Upcoming Grants: Region 3 TAP Grant – March 13, 2026; IEDA CAT Grant – Accepted on a rolling basis; State Rec Trails – July 1, 2026; Okoboji Foundation – not eligible. Board reviewed and discussed current and future projects for long-term planning and grant opportunities.
9. Board & Executive Director Items:
a. FY 2027 Budget – Discussed county contributions for FY 2027.
b. Snow Trails – The Brooks Trail has been groomed for skiing; holding off on Kettleson Hogsback trails due to hunting season which ends January 11, 2026. Review of shared snowmobile routes; discussed route signage.
c. 2026 Meeting Dates – Motion by Harrington and 2nd by Maas to continue meeting schedule at 7:00 am on the 2nd Friday of each month. Carried
d. Board Committee Review – No changes.
e. Fall Friends Campaign – Update on incoming donations.
10. Adjourn – Motion by Kass and 2nd by Maas to adjourn. Carried.
Next meeting January 9, 2026