

**Dickinson County Board of Supervisors  
September 1, 2026**

9:00 A.M. Present are Supervisors Kim Wermersen, Stephen Dullard, Levi Markwardt, Steve Clark vice Chairperson, Bill Leupold, chairperson.

The pledge of allegiance to the flag was recited by those present.

Time for the 9:00 a.m. public hearing. Megan Kardell present. Moved by Clark, seconded by Dullard, to approve on the recommendation from the Planning and Zoning Commission on an amendment to Dickinson County Zoning Ordinance 102, Article #23 Landscaping, Section 5 Fee, Proposed: The application shall be accompanied by a non-refundable application fee in the amount of \$50.00 plus \$2.00 per \$100.00 of estimated cost of improvements covered by the permit, but not to exceed the amount "set by the most current fee schedule by resolution from the Board of Supervisors." Roll call vote: Clark-aye, Dullard-aye, Wermersen-aye, Markwardt-aye, and Leupold-aye.

Time for the 9:15 a.m. public hearing. Moved by Markwardt, seconded by Clark, to approve on the recommendation from the Planning and Zoning Commission on a rezoning from A-1 Agricultural & R-1 Suburban Residential to R-1 Suburban Residential on the following described property, parcel 0233300026, IRREG TRT in LOT 3 & W'LY TRT in LOT 4 AKA PARC B in Tungland Acres Township :100 Diamond Lake Township, Dickinson County, Iowa. The address is 1818 Highway 9, Spirit Lake, IA 51360. Roll call vote: Markwardt-aye, Clark-aye, Wermersen-nay, Dullard-nay, and Leupold-nay.

John Hight, Beck Engineering P.E., Emmet and Clay County Supervisors present. The bid letting for the JT61CDE and JT61CDE Br 61 was held at 2:00 p.m. in the Auditor's Office election room where 5 bids were submitted as follows: McCarty Custom, Inc of Linn Grove, IA in the amount of \$234,142.50, Diamond Concrete of Spirit Lake, IA in the amount of \$540,050.82, Cory Juergens Construction, LLC of Estherville, IA in the amount of \$721,866.50, Bainbridge Construction of Kingsley, IA in the amount of \$1,095,578.01, and Hulstein Excavating, Inc of Edgerton, MN in the amount of \$1,202,035.50. Moved by Steve Clark, seconded by Jeff Quastad, to approve the bid for McCarty Custom, Inc in the amount of \$234,142.50. All voted aye.

Kendra Clayton, Driver's License Deputy, Cheryl Wee, Driver's License Clerk, and Kris Rowley, Treasurer, present on discussion of adding Motorcycle Drive Testing to the Driver's License office. Clayton explained the distance from other Testing areas that are over an hour away and how this would benefit many people here. After further discussion, it was moved by Wermersen, seconded by Dullard, to approve adding the motorcycle testing after the DOT approves the lines and watching Clayton do one testing group. Roll call vote: Wermersen-aye, Dullard-aye, Markwardt-aye, Markwardt-aye, and Leupold-aye.

Moved by Wermersen, seconded by Clark, to approve the abatement of drainage taxes on the United States of America parcels totaling \$100. Roll call vote: Wermersen-aye, Clark-aye, Dullard-aye, Markwardt-aye, and Leupold-aye.

Moved by Wermersen, seconded by Dullard, to approve resolution 2026-17 appointment of Civil Process Server. Roll call vote: Wermersen-aye, Dullard-aye, Markwardt-aye, Clark-aye, and Leupold-aye.

**RESOLUTION 2026-17**

**APPOINTMENT OF CIVIL PROCESS SERVER**

A RESOLUTION TO APPOINT CIVIL PROCESS SERVERS PER IOWA CODE 331.652(8) AND 331.903(1)

**WHEREAS** IT IS DEEMED DESIRABLE TO APPOINTING CURRENT OFFICE AND JAIL STAFF MEMBERS TO THE ROLE OF PROCESS SERVER FOR THE DICKINSON COUNTY SHERIFF'S OFFICE.

**NOW, THEREFORE**, THE DICKINSON COUNTY SHERIFF MAY IMMEDIATELY APPOINT CURRENT PERSONNEL TO THE ROLE OF CIVIL PROCESS SERVER FOR THE PURPOSE OF SERVING CIVIL

PROCESS PAPERS WITHIN THE DICKINSON COUNTY SHERIFF'S OFFICE IN THE ABSENCE OF A DEPUTY SHERIFF.

Moved by Wermersen, seconded by Markwardt, to approve resolution 2026-18 request to vacate a current easement along HWY 71. Roll call vote: Wermersen-aye, Markwardt-aye, Dullard-aye, Clark-aye, and Leupold-aye.

**RESOLUTION NO. 2026-18**

**A RESOLUTION APPROVING THE RELEASE AND VACATION OF A CONSERVATION EASEMENT RECORDED IN MISCELLANEOUS BOOK 5, PAGE 641**

**WHEREAS**, a fifteen-foot (15') Conservation Easement was created and recorded in the Office of the Dickinson County Recorder in **Miscellaneous Book 5, Page 641** (the "Conservation Easement"); and

**WHEREAS**, the Conservation Easement encumbers the following real property located in Dickinson County, Iowa:

- Parcel No. **0720126026**, owned by **Michael Hoepfner**;
- Parcel No. **0717379040**, owned by **Common Holdings LLC**; and

**WHEREAS**, the Dickinson County Conservation Board has reviewed the purpose and continued necessity of the Conservation Easement and has determined that the easement is no longer required for conservation, park, or other public purposes; and

**WHEREAS**, the Dickinson County Conservation Board finds that releasing and vacating the Conservation Easement is in the public interest and will not adversely affect the conservation mission of Dickinson County; and

**WHEREAS**, the Dickinson County Board of Supervisors has likewise determined that it is in the best interests of Dickinson County to release and vacate the Conservation Easement; and

**WHEREAS**, the Dickinson County Conservation Board, by Resolution No.2026-18 adopted on the 1<sup>st</sup> day of August, 2026, approved the release and vacation of the Conservation Easement; and

**WHEREAS**, the Dickinson County Board of Supervisors, by Resolution No.2026-18, adopted on the 1<sup>st</sup> day of September, 2026, approved the release and vacation of the Conservation Easement.

**NOW, THEREFORE, BE IT RESOLVED** by the Dickinson County Conservation Board (or Dickinson County Board of Supervisors, as applicable), that:

1. The governing body hereby approves the release, termination, vacation, extinguishment, and permanent discharge of the fifteen-foot (15') Conservation Easement recorded in **Miscellaneous Book 5, Page 641**, insofar as it affects the following parcels:
  - o Dickinson County Parcel No. **0720126026**, owned by **Michael Hoeppner**; and
  - o Dickinson County Parcel No. **0717379040**, owned by **Common Holdings LLC**.
2. Upon execution and recording of the Release and Vacation of Conservation Easement in the Office of the Dickinson County Recorder, the Conservation Easement recorded in Miscellaneous Book 5, Page 641 shall no longer constitute an encumbrance upon the parcels described above.
3. Following recording of the Release and Vacation, the owners of the affected parcels shall hold title free and clear of the Conservation Easement recorded in Miscellaneous Book 5, Page 641.
4. This Resolution authorizes the Chairperson of the Dickinson County Conservation Board and the Chairperson of the Dickinson County Board of Supervisors, together with their respective Secretaries or County Auditor, as applicable, to execute all documents necessary to effectuate the release and vacation of the Conservation Easement.
5. This Resolution and the accompanying Release and Vacation apply solely to the Conservation Easement recorded in Miscellaneous Book 5, Page 641 and shall not alter, release, terminate, or affect any other recorded easements, rights-of-way, utility easements, drainage easements, restrictive covenants, or other encumbrances affecting the subject properties.
6. This Resolution shall become effective immediately upon its adoption.

Moved by Markwardt, seconded by Clark, to approve the August 25, 2026, board meeting minutes. Roll call vote: Markwardt-aye, Clark-aye, Wermersen-aye, Dullard-aye, and Leupold-aye.

The Board gave their board and committee reports and continued into general discussion. There being no further items presented to the board, moved by Dullard, seconded by Clark, to adjourn. All voted aye. The meeting adjourned to the call of the Chairperson at 10:45 a.m.

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William Leupold, Chairperson

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Lori Pedersen, Auditor