

**Official Proceedings  
Board of City Commissioners  
November 14, 2017 - 6:00 pm  
City Hall – Williston, North Dakota**

1. Roll Call of Commissioners

**COMMISSIONERS PRESENT:** Tate Cymbaluk, Chris Brostuen, Brad Bekkedahl, Deanette Piesik, Howard Klug

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** John Kautzman, Shawn Wenko, Bob Hanson, Anthony Dudas, Kent Jarcik, Dave Bell, David Peterson, Jason Catrambone, Pete Furusest, David Tuan, Amy Kruger, Chery Pierzina, Rachel Laqua

Mayor Klug presented a quorum.

**CHANGES TO AGENDA:**

Add 8A3

**Motion by Cymbaluk Seconded by Bekkedahl to approve the agenda as amended.  
UNANIMOUS BY VOICE VOTE**

2. Consent Agenda

- A. Reading and Approval of Minutes
  - 1) Regular Meeting Dated: October 24, 2017
- B. Auditor
  - 1) Accounts, Claims and Bills

For checks between: 10/20/17 - 11/08/17

Check #	Vendor/Employee/Payee Number/Name	Check Amount	Date Issued
-49110	56070 TATE A. CYMBALUK		
-49109	56297 BRENDA D'ANGELO		
-49108	12020 RANDY M DONNELLY		
-49107	56656 MELISSA ELLETSON		
-49106	12017 JOHN L. KAUTZMAN		
-49105	56719 KATHY KIMLEY		
-49104	12026 KAREN P. LARSON		
-49103	56788 MARY-ANN SVOBODA		
-49102	56655 STEPHANIE WELLMAN		
-49101	56810 GINGER ALBY		
-49100	56462 BONNIE COLEOTE		
-49099	56717 JASMINE COLLINS		
-49098	13026 KEVIN W. CRAFT		
-49097	56794 CAITLIN ESTRADA		
-49096	56792 JUSTIN FREED		
-49095	56795 SARAH HILTON		

-49094 56729 GEORGIA HOLLEMBEAK  
-49093 56614 ELIZABETH OLSON  
-49092 56323 LINDSEY REPP  
-49091 56660 MIKAELA SKALICKY  
-49090 13025 JOLEEN S. TINKER  
-49089 56569 CINDY WHITE  
-49088 56378 LAURA WOLTJER  
-49087 14021 BRAD D. BEKKEDAHL  
-49086 34103 CHRISTOPHER J. BROSTUEN  
-49085 14025 HOWARD D. KLUG  
-49084 56476 DEANETTE PIESIK  
-49083 56169 KATHERINE E. BERWICK  
-49082 17016 THOMAS J. GLENN  
-49081 56713 DENISE MELBY  
-49080 56491 KATHLEEN STAHOWIAK  
-49079 15004 JANET B. ZANDER  
-49078 56225 SUSAN E. MOELLER  
-49077 56540 BRAD AUTTELET  
-49076 56699 JOSHUA BANKS  
-49075 56458 CLINTON BATES  
-49074 18021 ROBERT J. BENTH  
-49073 56781 MARC BRADE  
-49072 56749 JAKE BYMAN  
-49071 56701 MITCHELL BYMAN  
-49070 56419 JASON CATRAMBONE  
-49069 56641 JUSTIN CHAMPION  
-49068 56746 KHRISTOPHER CHAMPION  
-49067 56584 MATTHEW CLARK  
-49066 56743 STEPHEN CLARK  
-49065 56741 PRISCILLA CRAIN  
-49064 56732 JESSE CRUISE  
-49063 56722 DONALD DEMPSEY  
-49062 56754 CHRIS DICK  
-49061 56650 THOMAS DICKEY  
-49060 56661 VICTORIA DOUGLAS  
-49059 56783 MICHAEL FRONIMOS  
-49058 56500 CHRISTOPHER GILLIES  
-49057 56459 MATTHEW GOODE  
-49056 56634 JAMES HERRMANN  
-49055 56630 JOHN HOSKINS  
-49054 56567 EMILY HUGHES  
-49053 56507 GREGORY HUGHES  
-49052 56758 CHRISTOPHER JAMES  
-49051 56636 COREY JOHNSON  
-49050 56768 SHAWN JOHNSON  
-49049 56753 MAKAILYN KELLY  
-49048 18096 TRACY C. KERZMANN  
-49047 56612 ROBERT KISER  
-49046 56587 JEREMY KNAPKEWICZ

-49045 56498 JASON LEWIS  
-49044 56483 JOSHUA MAHLUM  
-49043 56658 CHRISTOPHER MAHONEY  
-49042 56813 PHILLIP MAUTZ  
-49041 56731 MICHAEL MESCO  
-49040 56642 RYAN A MILLER  
-49039 56527 CRAIG MOEN  
-49038 56647 PAUL MONZON  
-49037 18099 ERICA J. MYERS  
-49036 56742 BRODERICK NELSON  
-49035 56583 AMANDA NORTON  
-49034 56744 CHRISTIAN OLSON  
-49033 56503 JOHN PAGANO  
-49032 56718 JESSICA PATTERSON  
-49031 56755 JORDAN RABE  
-49030 56751 STEVEN RISK  
-49029 56740 FLETCHER SCAIFE  
-49028 56805 IAN SCHULTE  
-49027 56645 JILL SELLERS  
-49026 56504 PATRICK SELLERS  
-49025 56739 TRAVIS SHAY  
-49024 56759 SARA STAFFORD  
-49023 56752 IAN STEWART  
-49022 56698 BRITTANY STORM-ANDERSON  
-49021 56649 EARNEST THEETGE  
-49020 56680 CHELSEA THOMAS  
-49019 56733 ANTHONY VERESPE  
-49018 56803 JAMES WESTON  
-49017 56723 JOHN DANIEL WILSON  
-49016 56174 SAM M. AIDE  
-49015 56273 JASON BARTEN  
-49014 56246 HUGH E BENZEN  
-49013 19092 DUSTIN J. BERTSCH  
-49012 56097 ALAN C. BRATT  
-49011 56146 ASHLEY R. CELANDER  
-49010 56121 DUSTIN R. CELANDER  
-49009 56721 BRYCE DAHL  
-49008 56278 DANIEL DERY  
-49007 56173 RODNEY H. DICKERSON  
-49006 56485 JAMES DIXON  
-49005 56354 RYAN EGERMAN  
-49004 56724 ALEXIUS ENGET  
-49003 56631 BRETT FLESNESS  
-49002 56255 CHELSEA S FOSSEN  
-49001 19009 LINDA R. GRANBOIS  
-49000 56147 JACOB J. GREGORY  
-48999 19095 WALTER H. HALL  
-48998 19082 RANDY M. HAUGENOE  
-48997 56737 JASON HAYDEN

-48996 56206 DANIELLE HENDRICKS  
-48995 56243 JACOB R. HENDRICKS  
-48994 56210 WILLIAM E. HOLLER  
-48993 56711 SHAWN HOLM  
-48992 56353 JONATHAN HOLTER  
-48991 56102 MICHAEL A. ISENHOWER JR  
-48990 56787 BEAU JACOBSON  
-48989 56556 AMBER KOEHN  
-48988 56555 JACOB KOEHN  
-48987 56651 CINDY KOPAC  
-48986 56726 ERICA KUCERA  
-48985 56387 AARON KURTENBACH  
-48984 56765 MICHAEL LICCIARDI  
-48983 56082 TRAVIS J. MARTINSON  
-48982 56767 CODY MILLER  
-48981 56492 HEATHER MONTGOMERY  
-48980 56449 NICHOLAS NELSON  
-48979 56061 AMY D. NICKOLOFF  
-48978 56766 JEFFREY OLSON  
-48977 56617 AMBER PELZL  
-48976 56385 JUSTIN PELZL  
-48975 19098 DAVID A. PETERSON  
-48974 56397 MEGAN PETERSON  
-48973 56418 TRAVIS PETERSON  
-48972 56403 KRISTIINA RAVASKA  
-48971 56148 JONATHAN D. ROGGENKAMP  
-48970 56627 MELANIE RUSSELL  
-48969 56632 NICHOLAS SATERMO  
-48968 13027 CRYSTAL A. SCHAUBEL  
-48967 56807 ZACHARY SCHWARTZ  
-48966 56806 THEODORE VANGRINSVEN  
-48965 56800 ROBERT VANWINKLE  
-48964 56571 CRAIG WARE  
-48963 56633 BENJAMIN WILLIAMS  
-48962 19077 MICHAEL S. WILSON  
-48961 20047 KELLY ABERLE  
-48960 56296 JOE DOSS  
-48959 56762 LESLIE HAMRICK  
-48958 56490 RICHARD KIMBALL II  
-48957 56441 DAVID SASSER  
-48956 56252 DIANE THOMPSON  
-48955 56793 LORI THRONDTSEN  
-48954 56360 NYDEL TOMPKINS  
-48953 56791 WILLIAM TOWNSLEY  
-48952 25030 PEDAR A. ANDRE  
-48951 21041 ROBERT E HANSON  
-48950 56517 THOMAS HARTLEY  
-48949 56428 THOMAS SCOTT  
-48948 21054 WAYNE A WIEDRICH

-48947 56421 JAREK WIGNESS  
-48946 56712 BRANDON BRUNDAGE  
-48945 22021 LES CHRISTENSEN  
-48944 56474 JASON ANDREASON  
-48943 56558 KYLE BREDWICK  
-48942 56543 DAVID CURTISS  
-48941 23136 JAMES B. ENGEN  
-48940 56653 DOMINICK IOVINO  
-48939 56528 JONNY IOVINO  
-48938 23039 BRUCE A. JOHNSON  
-48937 56559 RANDALL JOHNSON  
-48936 56315 EARL KILLINGSWORTH  
-48935 56601 RICHARD MALONEY  
-48934 56577 MARC MOHR  
-48933 56448 EMIL NEHRING  
-48932 56303 TROY OSTER  
-48931 56756 CLYDE RANSONET  
-48930 56720 JAMES SCHMIDT  
-48929 56482 GARY SKABO JR  
-48928 56526 GARY SKABO SR  
-48927 56686 TIMOTHY SNEATH  
-48926 56167 MATTHEW TUTAS  
-48925 56652 IAN WEIGEL  
-48924 56451 DAVID WITTMAN  
-48923 56409 KENDELL BROWN  
-48922 56370 JEFFREY BRYSON  
-48921 24019 ROBERT D. COUGHLIN  
-48920 56381 MORKATAA DHINAA  
-48919 56478 KYLE FLEMING  
-48918 56575 FRANCIS GOODSKY  
-48917 56189 AMANDA M. KAISER - LEE  
-48916 56356 MITCHELL KERSTING  
-48915 56629 ALDON OLSON  
-48914 56682 LACEY JOHNSTON  
-48913 56415 WILLIAM SCHWENDEMAN  
-48912 56284 SABRINA SIMS  
-48911 56550 JAMIE SITZMAN  
-48910 56472 CURTIS CLARYS  
-48909 56613 SKYLER HENRIE  
-48908 25111 JASON W. HOULE  
-48907 56648 BRANDON SANDBERG  
-48906 56389 THOMAS ATOR  
-48905 56735 DAMARA GREGORY  
-48904 56596 KATRINA HENRY  
-48903 56368 ERICA KELASH  
-48902 56809 KOLTEN BRUNELLE  
-48901 56433 RENA COLLIE  
-48900 56797 JASON COTTAM  
-48899 56513 ARTHUR CRUMB

-48898 54065 PATRICIA K. FIORENZA  
-48897 27076 DANNY R. GERGEN  
-48896 56091 JAMES A HAGA JR  
-48895 56128 VERNON L. HENDRICKSON  
-48894 56687 LONNY HIATT  
-48893 56535 JEFFREY LADUCER  
-48892 56477 ROBERT LADUCER  
-48891 27096 RUSSELL E. MOMBERG  
-48890 27091 JOSEPH G. MONSON  
-48889 56622 REX OLSON  
-48888 56785 GARY ROBB  
-48887 56757 TYRELL SMITH  
-48886 56565 DAVID SMITHBERG  
-48885 56084 KENNETH R. BOYKIN  
-48884 56514 NICO BUECHNER  
-48883 56811 ZACHARY COTHERN  
-48882 56114 ANTHONY D. DUDAS  
-48881 56688 MASON FUNDERBURG  
-48880 56671 ROBERT S HANSON  
-48879 56598 TERRY HARP  
-48878 12029 LORI A. LARSEN  
-48877 56611 CORDELL LINDVIG  
-48876 56708 JOSHUA LOEWENBERG  
-48875 56705 BRENT MILLER  
-48874 56725 DEVIN REIFSTECK  
-48873 56798 KASEY WYMAN-YOUNG  
-48872 56508 JAMES HAGA SR  
-48871 23126 BRENT E. HANSON  
-48870 56532 BEAU BERGERON  
-48869 56488 MARK BRUINEKOOL  
-48868 56367 TONY SCOTT  
-48867 56340 MICHAEL SIMPSON  
-48866 56640 BRANDON KUZEL  
-48865 56200 GINA MOTTL  
-48864 56693 KELSY NEHRING  
-48863 56585 SCOTT VASSEN  
-48862 56352 BRIAN YOUNG  
-48861 56347 CHRISTINE EDWARDS  
-48860 56734 ROBERT EYNON  
-48859 56616 DONNA HANSEN  
-48858 34017 KENT A. JARCIK  
-48857 56239 RACHEL K. LAQUA  
-48856 56057 JON D. MARISTUEN  
-48855 56782 JEREMY MILLER  
-48854 35025 JOSILYN F BEAN  
-48853 27058 DAVID LEE BELL  
-48852 25110 KENNETH W. BERGSTROM  
-48851 56808 STEVEN BROE  
-48850 56516 BARBARA ELLICO

-48849 56375 KRISTIN THORSON  
-48848 56710 ALYSSA WIEDRICH  
-48847 36006 NEIL W. BAKKEN  
-48846 56366 KENT SKABO  
-48845 56628 GREG OSTER  
-48844 56180 DIANE C. HAGEN  
-48843 56796 ETHAN BECK  
-48842 56777 KELLY CRUSCH  
-48841 48102 KAYLA J. HELL  
-48840 56784 MONTANA ICENOGLE  
-48839 56638 WANDA OLAF  
-48838 56111 ANDREA L. PLACHER  
-48837 56683 ANN REINKE  
-48836 56812 SIERRA RENVILLE  
-48835 48013 DEBORAH A. SLAIS  
-48834 56588 KIRBY STRICKLAND  
-48833 48034 YVONNE A. TOPP  
-48832 56802 NATASHA TORRES  
-48831 56411 LISA WEBB  
-48830 56298 SAWYER ZENT  
-48829 52011 ANN M. KVANDE  
-48828 56041 BARBARA J. PETERSON  
-48827 56578 BRENDA SCHMIDT  
-48826 52020 SHAWN WENKO  
-48825 56538 KATHY HAVSKJOLD  
-48824 56222 VIVIAN KALMIK  
-48823 53002 AMY A. KRUEGER  
-48822 56271 SABRINA A RAMEY  
-48821 56310 JENNIFER STRIETZEL  
-48820 56646 THOMAS FRET LAND  
-48819 56799 JULIE HATTER  
-48818 56479 TRISTA HENRIE  
-48817 56213 ROBERT JASON HILLARD  
-48816 56728 TERRI JOHNSON  
-48815 56801 AUSTIN TROTTIER  
-48814 56604 BRET WILLIAMS  
-48813 56435 KEVIN POWERS  
-48812 56522 RYAN SLAPNICKA  
-48811 56512 PEGGY MASTERS  
-48810 56764 CHERYL PIERZINA  
-48809 56293 DAVID TUAN  
-48808 IAFF LOCAL 3743 IAFF LOCAL 3743  
-48807 DEFER COMP ROTH NATIONWIDE RETIREMENT SO  
-48806 ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE  
-48805 WEAPON CITY OF WILLISTON  
-48804 FIT U.S. TREASURY  
-48803 MERITAIN HEALTH MERITAIN HEALTH  
1711 3035 FIRST DAKOTA ENTERPRISES INC  
90902 521 WILLISTON PARK DISTRICT

90903 19 AMERICAN STATE BANK  
90904 999998 TATE A. CYMBALUK  
90905 569 FEDEX  
90906 2654 COLORADO DEPARTMENT OF TREASURY  
90907 2655 IDAHO STATE TREASURER'S OFFICE  
90908 3321 Treasurer of State  
90909 999999 MINNESOTA DEPARTMENT OF COMMERCE  
90910 3323 WISCONSIN DEPARTMENT OF REVENUE  
90911 3324 ANDREA LEA, AUDITOR OF STATE  
90912 2659 MONTANA DEPARTMENT OF REVENUE  
90913 3325 STATE OF WASHINGTON DEPARTMENT OF  
90914 999998 ZACHARY COTHERN  
90915 19 AMERICAN STATE BANK  
90916 2666 WYOMING STATE TREASURER  
90917 999999 SHOGHI FARR  
90918 3183 WILLISTON PARKS & RECREATION DIS  
90919 3326 Arntson Stewart Wegner PC  
90920 991 MISS ND SCHOLARSHIP PAGEANT  
90921 1674 NDSU WILLISTON RESEARCH EXTENSION  
90922 2778 SLATE GROUP  
90923 1691 WILLISTON API  
90924 1421 LASER DESIGNS ND  
90925 132 FIRST NATIONAL BANK  
90926 174 INK SPOT PRINTING  
90927 3328 Cherry Creek Media  
90928 3044 Christ Scheen  
90929 999999 KIT THORSON  
90930 673 CLERK OF DISTRICT COURT  
90931 673 CLERK OF DISTRICT COURT  
90932 673 CLERK OF DISTRICT COURT  
90933 999999 SARAH WILLIS  
90934 999999 MERCEDES HOLMES  
90935 999999 LEVI MUSE  
90936 999999 WALMART RESTITUTION RECOVERY  
90937 2661 STATE OF NM - TAXATION & REVENUE  
90938 1404 ND DEPT OF TRUST LANDS  
90939 3330 OchsLabs, Inc  
90940 3329 Crosby Kids Daycare Inc  
90941 411 SCENIC SPORTS & REC  
90942 56804 DYLAN LAMONTIA  
90943 56406 RICHARD RADEMACHER  
90944 22014 GARY L. GLOVATSKY  
90945 25106 RICHARD S. ODEGARD  
90946 56582 JOSHUA DAGENAIS  
90947 32006 WILLIAM M. MCQUISTON  
90948 56657 PAUL BAUER  
90949 3333 NEW DEAL DEICING  
90950 1716 WILLIAMS SCOTSMAN, INC.  
90951 252 MIDCONTINENT COMMUNICATIONS



90952 999998 ANTHONY D. DUDAS  
90953 56751 STEVEN RISK  
90954 CHILD SUPPORT P PA SCDU  
90955 CHILD SUPR ALAB ALABAMA CHILD SUPPORT PA  
90956 CHILD SUPRT CT CONNECTICUT - CCSPC  
90957 CREDIT COLL BUR CREDIT COLLECTIONS BUREA  
90958 MI CHILD SUPPOR MICHIGAN STATE DISBURSEM  
90959 MISSOURI CHILD FAMILY SUPPORT PAYMENT C  
90960 MN CHILD SUPPOR MINNESOTA CHILD SUPPORT  
90961 RODENBURG LAW RODENBURG LAW FIRM  
90962 UNITED WAY UNITED WAY  
90963 UT CHILD SUPPOR CHILD SUPPORT SERVICES (  
90964 999998 CHRISTOPHER J. BROSTUEN  
90965 999999 CHAZE GREENFIELD  
90966 999999 GRAHAM PITCOCK  
90967 999999 CHAD ADAMSON  
90968 999999 MICHELLE SCHMITZ  
90969 673 CLERK OF DISTRICT COURT  
90970 3322 Oklahoma State Treasurer  
90971 673 CLERK OF DISTRICT COURT  
90972 1162 NORTHLAND TRUCK SALES, INC.  
90973 19 AMERICAN STATE BANK  
90974 488 VISA  
90975 488 VISA  
90976 3335 Ian Schulte  
90977 488 VISA  
90978 488 VISA  
90979 488 VISA  
90980 488 VISA  
90981 3110 IAFC Membership  
90982 3336 Cutting Edge Designs  
90983 275 NAPA AUTO PARTS  
90984 488 VISA  
90985 488 VISA  
90986 488 VISA  
90987 470 US POSTAL SERVICE  
90988 AFLAC AMERICAN FAMILY LIFE ASS  
90989 APARTMENT - REN RENAISSANCE ON MAIN  
90990 AVESIS AVESIS  
90991 DEPENDANT CARE DISCOVERY BENEFITS  
90992 MEDICO LIFE MEDICO LIFE AND HEALTH I  
90993 ND PEA NDPEA  
90994 PERS NORTH DAKOTA PUBLIC EMPL  
90995 USABLE USABLE  
90996 APARTMENT DAKOT VALLEY RENTAL - DAKOTA  
90997 DEF COMP PERS1 NORTH DAKOTA PUBLIC EMPL  
90998 303 ND POST BOARD  
90999 3272 MEDICAL ACCTS RECEIVABLE SYSTEMS  
91000 303 ND POST BOARD

91001	303 ND POST BOARD
91002	673 CLERK OF DISTRICT COURT
91003	484 VERIZON WIRELESS
91004	356 PITNEY BOWES, INC.
91005	252 MIDCONTINENT COMMUNICATIONS
91006	615 HARTFORD STEAM BOILER
91007	267 MOUNTRAIL-WILLIAMS REC
91008	243 MONTANA DAKOTA UTILITIES
91009	807 WILLISTON AREA BUILDERS ASSOCIATI
91010	673 CLERK OF DISTRICT COURT
91011	673 CLERK OF DISTRICT COURT
91012	673 CLERK OF DISTRICT COURT
91013	673 CLERK OF DISTRICT COURT
91014	673 CLERK OF DISTRICT COURT
91015	673 CLERK OF DISTRICT COURT
91016	999999 TRAVIS BRANSCOME
91017	3252 MARLIN BUSINESS BANK
91018	2514 DAL GLOBAL SERVICES LLC
91019	756 TRI-COUNTY REGIONAL DEVELOPMENT C
91020	ND HEALTH ND PUBLIC EMPLOYEES RETI
91021	1535 GRANITE PEAK PROPERTIES
91022	35 BANK OF NORTH DAKOTA
91023	3338 ND Guaranty & Title Company
91024	275 NAPA AUTO PARTS
91025	3222 AVIATION MANAGEMENT CONSULTING GR
91026	487 VISA
91027	487 VISA
91028	487 VISA
91029	487 VISA
91030	487 VISA
91031	487 VISA
91032	487 VISA
91033	487 VISA
91034	487 VISA
91035	243 MONTANA DAKOTA UTILITIES
91036	243 MONTANA DAKOTA UTILITIES
91037	2353 EAPC
91038	267 MOUNTRAIL-WILLIAMS REC
91039	483 VECTOR CONTROL DIST #1
91040	267 MOUNTRAIL-WILLIAMS REC
91041	521 WILLISTON PARK DISTRICT
91042	2118 VISA
91043	Check not processed in this period
91044	Check not processed in this period
91045	Check not processed in this period
91046	Check not processed in this period
91047	Check not processed in this period
91048	Check not processed in this period
91049	2066 DEPARTMENT OF AIRPORTS

91050 3216 GRATECH COMPANY  
91051 2359 11TH STREET PROPERTY, LLC  
91052 1220 3D SPECIALTIES  
91053 1079 ABL MOBILE LOCK & SAFE  
91054 999999 ABSOLUTE ENERGY SOLUTIONS  
91055 526 ACE HARDWARE & FLOORING  
91056 1575 ADVANCED BUSINESS METHODS  
91057 3 ADVANCED ENGINEERING &  
91058 4 AGRI INDUSTRIES, INC.  
91059 2882 Alabama Fire College  
91060 1768 ALLIANCE CONSULTING LC  
91061 2993 ALTEC  
91062 999999 AMANDA ASPEN  
91063 999999 AMANDA FOWLER JONES  
91064 999998 AMBER KOEHN  
91065 718 AMERIPRIDE LINEN AND APPAREL SERV  
91066 3345 Amy's Angels Childcare  
91067 25 APCO INTERNATIONAL  
91068 3334 AQUA SOLUTIONS, INC.  
91069 724 ARBOR DAY FOUNDATION  
91070 2848 AT&T MOBILITY  
91071 3343 AXON ENTERPRISE, INC.  
91072 1663 BADLANDS ENVIRONMENTAL CONSULTANT  
91073 999999 BAILEY BURR  
91074 33 BAKER & TAYLOR CO.  
91075 34 BALCO UNIFORM CO., INC.  
91076 35 BANK OF NORTH DAKOTA  
91077 38 BASIN PRINTERS, INC.  
91078 3348 Bestsellers Audio, LLC  
91079 46 BIG SKY BATTERY MFG.  
91080 52 BORDER STATES ELECTRIC  
91081 2746 BOUND TO STAY BOUND BOOKS, INC.  
91082 599 BRAATEN PLUMBING, INC  
91083 2712 BROWN & SAENGER  
91084 1054 C & D WATER SERVICES  
91085 999999 CAMERON STEWART  
91086 1897 CAR QUEST  
91087 2893 Cardon Advisors Group, LLC  
91088 999999 CASEY UBBEN  
91089 1755 CDW GOVERNMENT  
91090 2749 CG WILLISTON, LLC  
91091 1332 CHARLES WILDER  
91092 2112 CHI ST ALEXIUS OCCUPATIONAL CLINI  
91093 77 CITY OF WILLISTON  
91094 78 CITY OF WILLISTON  
91095 79 CITY OF WILLISTON  
91096 955 CLAREY'S SAFETY EQUIPMENT, INC  
91097 81 CLAUSEN WELDING  
91098 999998 CODY MILLER

91099 1519 CORPORATE TRANSLATION SERVICES, I  
91100 822 COUNTRY FLORAL  
91101 87 COWBOY ROPE ART  
91102 999998 CRAIG WARE  
91103 567 CRAIG'S SMALL ENGINE REPAIR  
91104 2351 CREDIT BUREAU OF BISMARCK  
91105 999999 CURTIS EICHLER  
91106 548 DAKOTA DIESEL  
91107 1136 DAKOTA FENCE  
91108 2221 DAKOTA SUNRISE BROKERS, LLC  
91109 93 DAKOTA SUPPLY GROUP  
91110 2514 DAL GLOBAL SERVICES LLC  
91111 999998 DANIELLE HENDRICKS  
91112 1705 DEGENSTEIN'S AUTO PLUS  
91113 1198 DEMCO  
91114 999999 DENNIS THAYER  
91115 694 DIAMOND LAKE BOOK CO  
91116 3230 DIAMOND RESOURCES CO  
91117 107 DISCOVERY BENEFITS  
91118 3297 DON STEVENS  
91119 2141 DOT'S PRETZELS  
91120 1996 EDND (ECONOMIC DEV ASSOC OF ND)  
91121 1541 EKBLAD, INC.  
91122 124 ELECTRIC & MAGNETO, INC.  
91123 1331 ELECTRIC PUMP  
91124 577 EMERGENCY MEDICAL PRODUCTS  
91125 126 EMRY'S LOCKSMITHING  
91126 2732 ENTERPRISE FINANCIAL  
91127 2960 EXPERT AUTO GLASS  
91128 2316 FAIRBANKS SCALES  
91129 2895 FCI CONSTRUCTORS, INC - ND  
91130 569 FEDEX  
91131 571 FEE INSURANCE AGENCY, INC  
91132 387 FIRST - FAST INITIAL RESPONSE SYS  
91133 921 FISHER SCIENTIFIC  
91134 134 FORT UNION SUPPLY & TRADE  
91135 2756 FORTERRA  
91136 999999 FRANKLIN T ATWELL  
91137 354 FURUETH LAW FIRM, PC  
91138 139 GAFFANEY'S  
91139 138 GALLS, LLC  
91140 3350 Gardner Media LLC  
91141 3344 GOLD COAST ARMORY  
91142 1154 GOOSENECK IMPLEMENT  
91143 144 GRAYMONT WESTERN CANADA  
91144 2892 Great American Financial Services  
91145 539 HACH  
91146 148 HANDY ANDY'S NURSERY  
91147 151 HAWKINS, INC.

91148 161 HOME OF ECONOMY  
91149 162 HORIZON RESOURCES  
91150 999998 HUGH E BENZEN  
91151 2554 IDEXX DISTRIBUTION, INC  
91152 2553 IDEXX LABORATORIES  
91153 1503 IDSS GLOBAL LLC  
91154 967 INFORMATION SYSTEMS CORP.  
91155 173 INFORMATION TECHNOLOGY DEPARTMENT  
91156 174 INK SPOT PRINTING  
91157 2636 INTELLICORP  
91158 2322 INTERSTATE BILLING SERVICE, INC  
91159 176 INTERSTATE POWER SYSTEMS  
91160 770 J P COOKE CO  
91161 2972 JAMES SWARTOUT SERVICES, LLC  
91162 999999 JENNA WASON  
91163 1609 JMAC RESOURCES  
91164 190 JOB SERVICE NORTH DAKOTA  
91165 2741 JOURNEYS BY JAN  
91166 3196 JR CUSTOM FINISHING  
91167 999998 JUSTIN PELZL  
91168 196 KADRMAS LEE & JACKSON INC  
91169 2639 KATIE L. SMITH LLC  
91170 999998 KELSY NEHRING  
91171 1141 KILLARNEY PRINTING  
91172 1299 KNIFE RIVER-NORTH CENTRAL  
91173 210 KOHLER COMMUNICATIONS  
91174 212 KOTANA COMMUNICATIONS  
91175 220 LEARNING OPPORTUNITIES  
91176 2416 LEGEND DATA SYSTEMS  
91177 2824 MARCO, INC.  
91178 3176 MARTIN CONSTRUCTION INC  
91179 585 MCCODY CONCRETE PRODUCTS, INC  
91180 999999 MEGAN COVA & ALBERTO HERNANDEZ  
91181 999998 MEGAN PETERSON  
91182 2685 MENARDS  
91183 247 MERCY MEDICAL CENTER  
91184 999999 MICHAEL BOOTH  
91185 250 MICROMARKETING ASSOCIATES  
91186 252 MIDCONTINENT COMMUNICATIONS  
91187 1095 MIKEY'S COUNTRY CANDY  
91188 823 MINUTE LUBE  
91189 1150 MONDAK PORTABLES LLC  
91190 243 MONTANA DAKOTA UTILITIES  
91191 267 MOUNTRAIL-WILLIAMS REC  
91192 271 MVTL/MINNESOTA VALLEY  
91193 1772 MYGOV, LLC  
91194 275 NAPA AUTO PARTS  
91195 2273 NATIONAL SERVICE CENTER  
91196 289 ND DEPT OF HEALTH

91197 297 ND ONE CALL  
91198 319 NELSON INTERNATIONAL  
91199 3132 NEO SOLUTIONS, INC  
91200 999998 NICO BUECHNER  
91201 584 NMN, INC.  
91202 3339 Noble Drilling LLC  
91203 1494 NORTH DAKOTA INSURANCE DEPARTMENT  
91204 2867 NORTHERN LIGHTS HONEY  
91205 333 NORTHWEST SUPPLY & R&R TROPHIES I  
91206 690 O'REILLY AUTO PARTS  
91207 339 OFFICE OF STATE AUDITOR  
91208 1698 OK DISTRIBUTING CO. INC.  
91209 3277 OVERLAND AERIAL PHOTOGRAPHY  
91210 2677 PAYMENT PRINCIPALS  
91211 3347 Phillip Mautz  
91212 1051 POET ETHANOL PRODUCTS, LLC  
91213 357 POLAR REFRIGERATION LLC  
91214 2921 Powercall Sirens, LLC  
91215 641 PREBLE MEDICAL SERVICES, INC  
91216 362 PRO SAFE SERVICES, INC  
91217 367 QUILL CORPORATION  
91218 3177 RACHEL CONTRACTING INC  
91219 999998 RACHEL K. LAQUA  
91220 369 RADISSON HOTEL BISMARCK  
91221 2688 RECORD KEEPERS LLC  
91222 2922 RED ROCK FORD  
91223 380 REEVES COMPANY, INC.  
91224 3008 REVIZE SOFTWARE SYSTEMS  
91225 2294 RI-TEC INDUSTRIAL PRODUCTS  
91226 2309 RICE LAKE CONSTRUCTION GROUP  
91227 390 RICHARD A. JOHNSON  
91228 402 ROUGH RIDER INDUSTRIES  
91229 404 RYAN AUTO SALES  
91230 3349 Safe Step Technologies  
91231 2012 SANI-STAR  
91232 409 SANITATION PRODUCTS  
91233 999999 SHELLY J LUCAS  
91234 3341 SHEP'S WELDING  
91235 669 SHIRT WORX  
91236 426 SOURIS RIVER TELECOMMUNICATIONS  
91237 2910 SPEARFISH EXCAVATING, INC.  
91238 3337 Sportsman's Warehouse  
91239 3342 THALES DEFENSE & SECURITY, INC  
91240 999998 THOMAS HARTLEY  
91241 454 THUNDERBIRD RANCH  
91242 2692 TKDA  
91243 3072 TRACTOR & EQUIPMENT CO.  
91244 2361 TRAILER & TRUCK EQUIPMENT  
91245 2195 TRANSUNION RISK & ALTERNATIVE

91246	463 TRIANGLE ELECTRIC
91247	2781 TRILLION AVIATION
91248	1610 ULTEIG
91249	3340 Urban Land Institute
91250	470 US POSTAL SERVICE
91251	3351 Usborne Books & More
91252	482 VAC-U-JET
91253	2896 VEOLIA
91254	484 VERIZON WIRELESS
91255	2139 VINTAGE POINT
91256	487 VISA
91257	2779 VWR INTERNATIONAL LLC
91258	1249 WASTE NOT RECYCLING LLC
91259	999999 WEATHERFORD ALS-BUILDING 4 WEST
91260	999999 WEATHERFORD INTERNATIONAL
91261	3247 Wesslen Construction
91262	999998 WILLIAM TOWNSLEY
91263	533 WILLIAMS COUNTY TREASURER/RECORDE
91264	564 WILLIAMS RURAL WATER DISTRICT
91265	1716 WILLIAMS SCOTSMAN, INC.
91266	3262 Williston Auto
91267	514 WILLISTON COMMUNITY LIBRARY
91268	517 WILLISTON FIRE & SAFETY
91269	518 WILLISTON HERALD
91270	527 WILLISTON VOLUNTEER

**TOTAL CLAIMS \$1,215,395.54**

- 2) Business License
  - a. Paw Prints & Fish Tails – Pet Shop License; Transfer of Ownership
- C. Building Official
  - 1) Water Sewer Installer
    - a. Gabriel Adame – Wesslen Construction
- D. City Planner
- E. City Engineer
  - 1) NDDOT Final Certification – 4<sup>th</sup> Ave W 11<sup>th</sup> to 14<sup>th</sup> Street
- F. Authorization to Bid
  - 1) Design, Bid and CA/CO Consulting Services for Airfield Electrical Vault (XWA)
  - 2) 4.5 to 5 Cubic Yard Wheel Loaders (Landfill)
  - 3) Diesel Powered, Articulated Frame Compactor (Landfill)
- G. Assessor

**Motion by Piesik, Seconded by Brostuen to approve the consent agenda.****UNANIMOUS BY VOICE VOTE**

3. Public Hearings
4. Bid Openings
  - A. XWA Design, Topographic Survey, Geotechnical Bidding, CA/CO Consulting Services for County Road 7 Improvements

Airport Director Anthony Dudas presented the following;

There have been a number of requests for qualification advertisements that have gone out for different professional services, specific to the XWA construction project. There are four requests for review. The FAA requires any professional service organization to be selected based on qualifications not on cost. We work through developing a scope for these individual projects and we developed a scoring team, which consists of City Administrator, David Tuan; Cardon Development Group, the owner's representative for the XWA project; Commissioner Chris Brostuen; Anthony Dudas, (myself), the Airport Director; as well as, the City Engineer, Bob Hanson. We reviewed and developed an average of the scores and that is how these firms are selected for your review. First, for review is design bidding construction administration and construction observation services for County Road 7, which is the road from the bypass up to the new Airport site. We did have five proposers that submitted on the project: Ultieg, KLJ, Ackerman Estvold, Civil Science and Alliance Consulting. The scoring ratings were reviewed and compiled by the team. Alliance Consulting scored the highest rating and we recommend approval to Alliance Consulting for this project.

Mr. Dudas clarified that there are no dollar amounts. After the selection process has occurred, the City of Williston will enter into negotiations for each of these different projects. There will be no bidding, we will negotiate a fee for the scope of work that developed within these RFQ's and then that entity would perform the work based on that review and the fee that was developed. With these projects anything over \$100,000.00, we have to do an independent fee evaluation with a third party consulting firm, to ensure that their fees are within reason. This is in line with FAA requirements. It is also their requirement to do qualification based selection.

The selection team is specifically selected by the City of Williston to review these qualification proposals. The FAA does not have any say in who scores or the qualification based selection, that is up to the City of Williston to decide. The only thing the FAA requires is that we base our selection decisions on qualifications, not price; that the fee is negotiated; and that we conduct independent evaluation to ensure that fees are reasonable. Scoring criteria is vetted by the FAA prior to this process. Items evaluated are: past performance, approach to project, what project team they put together and experience to similar projects. The FAA does not approve our selection; however, they review it and they review the independent fee evaluation and ensure that we follow the process.



**Motion by Brostuen, Seconded by Cymbaluk for approval as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

B. XWA Design, Bid, CA/CO Services for Fueling Operations

To include aviation fuel, as well as gasoline and diesel fuels on the land side and public side as well as airport use and airport tenant use. Two firms propose on this project, KLJ and Blymeyer/Ulteig partnership. After the review, KLJ was selected, as the highest scorer and recommended approval.

The goal is to have all these projects designed and on the shelf by this spring so that as Federal and State funding becomes available, we are able to have projects ready to be constructed on the shelf. Ultimately some of these projects may be constructed in 2018 and some items in these projects may be pushed to 2019.

**Motion by Cymbaluk, Seconded by Brostuen for approval as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

C. XWA Design, Bid, CA/CO Services for Perimeter Road, Apron Access Road and Fence

We had four firms propose on this project: a partnership between AE2S/Mead & Hunt, Burns & Macdonald/Alliance Consulting and Ulteig/KLJ. After review process, the highest rating was Burns & MacDonald/Alliance. We do recommend approval.

Burns & MacDonald are a large aviation consulting firm that is very prominent throughout the entire nation.

**Motion by Brostuen, Seconded by Cymbaluk for approval of Burns & MacDonald/Alliance as recommended.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

D. XWA Design, Bid, CA/CO Services for Runway 4-22, GA Apron and Associated Taxiways and Taxi lanes

We had four firms propose on this project; Ulteig, KLJ, Burns & MacDonald/Alliance and AE2S/Mead & Hunt. After review process, the highest rating was Burns & MacDonald/Alliance. We do recommend approval.

**Motion by Bekkedahl, Seconded by Cymbaluk to approve.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

5. Accounts, Claims and Bills Not Approved in the Consent Agenda

6. Ordinances

A. Ordinance 1070 – Clarifying the Establishment of Issuance and Transfer Fees for Alcoholic Beverage Licenses by Means of Resolution (Second Reading)

Added discussion and memo was provided as to why it was needed.

**Motion by Bekkedahl, Seconded by Brostuen for approval to adopt the second reading of Ordinance 1070.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

B. Ordinance 1071 – Continuation of 1% City Sales Tax (First Reading)

Approved by the voters

**Motion by Piesik, Seconded by Cymbaluk for the approval first reading of Ordinance 1071 as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

C. Ordinance 1072 – Midcontinent Cable Franchise Renewal Agreement (First Reading)

Memo was provided, as to why it was needed.

**Motion by Cymbaluk, Seconded by Brostuen for approval of Ordinance 1072, first reading as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

7. Petitions, Communications and Remonstrance's
  - A. The Cab Dude – Taxi License Suspension

The Taxi Committee was tasked to oversee the Taxi's, this individual company was not in compliance and his business was suspended. He sent a letter, explaining his actions. He is in compliance now, pending his safety inspection. He has paid all fines.

**Motion by Cymbaluk, Seconded by Bekkedahl for approval to reinstate Cab Dude, subject to payment of penalties & fines.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

8. Report of Commissioners
  - A. President of the Board
    - 1) Appointment of Library Director

City Administrator David Tuan presented the following;

We have the pleasure of recommending a Library Director to assume the role that after Debbie Slais leaves, she has served a very long time and sorry to see her go. We have struggled in the past year to find a replacement. This replacement comes from within, Andrea has been the Children's Librarian for over six years and has formally expressed interest in the position, we held an interview, the Library Director, Library Board and the HR Director were there and there will be a probationary period with this position. It is our recommendation, concurring with the recommendation from the Library Board to appoint Andrea Placher effective November 1, 2018, with standard probationary period of six months.

**Motion by Cymbaluk, Seconded by Brostuen to approve the request to appoint Andrea Placher to Library Director position as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) Development Services Director

The second position is different, this is the creation of a new position, what we are asking for is the commission's approval to not only create a new department head position but also to work closely with the City Attorney to amend the City Ordinance to reflect that, this will affect a lot of things. What we are looking at with the Development Service Director is amalgamating Planning & Zoning, Building Department and Code Enforcement into one department to provide a linear service to the public in development services. This Department head would work with the existing planning and zoning director, the building department, code enforcement department to achieve that. Since the positing does not exist, we have been advised by the City Attorney that we have to go thru the formal process to create it, like any other department head.

We are asking for approval tonight and then work on the specifics in the Ordinance and work together to do that may take some time. By the next meeting we could come back with what specific Ordinance amendments we need.

**Motion by Bekkedahl, Seconded by Brostuen for the Commission allow the necessary authorization to the City Administrator and other staff and Attorney's office are appropriate to proceed.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

3) December 26, 2017 Commission Meeting

Request to move the meeting to December 21, 2017.

**Motion Carried by Roll Call**

Vice-President; Finance Commissioner

- B. Street and Improvement, Sanitation, Cemetery and Public Works Commissioner
- C. Fire, Police and Ambulance Commissioner
- D. Water Works, Sewer, Airport, Building and Planning Commissioner
  - 1) Reimbursement Agreement #4 – Telecommunication Services for NAVAIDS

Airport Director Anthony Dudas presented the following;

For review, Reimbursement Agreement #4 with the FAA Technical Operations Division, to establish or relocate telephone service to support the Williston Basin International Airport for navigational aids and the automated surface observation system (weather system) which will be relocated to a new site. Agreement is for \$25,965.95, it will cover non-recurring charges for establishment or relocation of those services and up to 24 months of annual recurring charges, all labor and materials, reviewed and approved by City Attorney, Cardon Development Group and city staff and approval is recommended.

**Motion by Brostuen, Seconded by Cymbaluk for approval of Reimbursement Agreement #4 in the amount of \$25,965.95 as presented and recommended.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 9. Report of Department Heads
  - A. City Administrator
  - B. City Auditor
  - C. Attorney
  - D. Director of Public Works

- E. City Engineer  
1) 2017 Water Main Replacement Project – Change Order #1

City Engineer Bob Hanson presented the following;

First item is Change Order #1, 2017 water main replacement project, Westland Construction is currently doing and we have a number of miscellaneous items that have come up this year that they are asking for extra costs, these are listed in the Memo, the Change Order they are asking for is \$25,715.67 and this well within the project costs. We recommend approval. We should point out there may be another one next year before the project closes out. This is for the 2<sup>nd</sup> Ave East Project.

**Motion by Cymbaluk, Seconded by Brostuen for approval of Change Order #1, in the amount of \$25,715.67, as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) 2017 Drainage Improvement Project – Change Order #1

Second item is also a Change Order, Change Order #1-2017 Drainage Improvement Project, this is the sump pump drain project that we completed in the Granite Peaks Subdivision, Terra-Flex is asking for \$45,114.48, this is a balancing Change Order. The largest item was replacing concrete driveways. This Change Order does not exceed our original cost estimate and we are still well within our scope, we are also at the end of the project and approval is recommended. It seems that this has resolved the issue, as there is no water in the streets.

**Motion by Piesik, Seconded by Bekkedahl for approval of Tera-Flex's request for Change Order #1 to the 2017 Drainage Improvement Project as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 3) 7<sup>th</sup> Street Dry Dam Embankment – Change Order #1

The third item is also a Change Order, the second Change Order requested by JMAC for construction on the 7<sup>th</sup> Street Dry Dam Embankment, this is located behind Walmart. The road bed and embankment cuts through the Hagen property, farming is occurring on both sides and they have asked for larger gates and an approach through the road ditch to access farm fields. The installation of the gates and the pipe are the bulk cost of this Change Order \$6,169.45, approval is recommended. We are still well within project budget.

**Motion by Bekkedahl, Seconded by Brostuen for City Commissioner to accept the Change Order #2 to JMAC in the contract for the 7<sup>th</sup> Street West Extension Project in the amount of \$6,169.45 as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 4) Engineering Services Agreement – 2018 Water Main Replacement—Alliance Engineering

The next item is an Engineering Services Agreement, proposed by Alliance Engineering for design engineering services for the 2018 Water Main Replacement. We are planning on replacing water lines on 2<sup>nd</sup> Ave East, between 11<sup>th</sup> Street and Highland Drive, from 1<sup>st</sup> Ave East to East Hill court. Alliance design offer is for \$83,300.00, not to exceed, standard agreement. Also to include University Ave storm sewer between Broadway and 4<sup>th</sup> Street, chronic flooding problem. Within 2 years, we are hoping to overlay that, this is not a budgeted item. Late this summer, it was determined it was completely blocked. It is currently cleared. The design portion is included in this project.

**Motion by Piesik, Seconded by Bekkedahl to accept Alliance's Engineering Service Agreement for the development and Design Engineering required for the 2018 Water Main Replacement project, including University Ave Storm Sewer Replacement for engineering services, to be billed hourly, not to exceed \$83,300.00.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

There is a problem with the corner on Broadway and University. That may be difficult to deal with, work needs to be done, chronic pothole, hope we can take care of. Requesting it be looked at.

**Motion by Piesik, Seconded by Bekkedahl to approve.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 5) Engineering Services Agreement – 2018 Street Reconstruction—Ulteig Engineering

The next item is Engineering Services Agreement – 2018 Street Reconstruction—Ulteig Engineering, rebuild 3<sup>rd</sup> and 4<sup>th</sup> Ave W, between 7<sup>th</sup> and 11<sup>th</sup> Street and associated side streets, also included is reconstruction of the west side Library parking lot. Standard agreement, billed hourly, not to exceed \$149,995.00, approval is recommended.

Water, sewer lines and storm sewers will be included. Sidewalks have not been being done, however, individual property owners can do it through individual assessments. If there is an opportunity to bury them, MDU will have to be consulted.

**Motion by Brostuen, Seconded by Bekkedahl for approval as presented and recommended.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 6) Engineering Services Agreement – East Dakota Parkway Reconstruction—Ulteig Engineering

Last item; Engineering Services Agreement, presented by Ulteig – East Dakota Parkway Reconstruction, this would continue construction work from 6<sup>th</sup> Street, that we completed 2 years ago, up to 26<sup>th</sup> Street. Financing is dependent on an infrastructure loan from Bank of North Dakota, we have applied for, we were supposed to have a decision last August and still have not heard. If we do not get this loan, we will not do the project, however, we would like it on the shelf ready, upon approval. Ulteig's proposal to complete the design work for the project, billed hourly, not to exceed \$149,660.00. We recommend approval.

We have eastbound lanes are open, single lane going west from 11<sup>th</sup> Street south to 2<sup>nd</sup> Street and the second lane is closed, while street sign are being installed and all street lights are up and will be open before this weekend.

**Motion by Cymbaluk, Seconded by Piesik for approval as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- F. Fire Chief
  - 1) Fire Station 3 Change Order 6-Shingobee Builders

Fire Chief Jason Catrambone presented the following;

To complete the punch list on Station #3, we have two Change Orders, the first has to do with the snow guards on the roof. We have been working on this since last year and have been able to reduce the cost from around \$22,000.00 to \$8,187.50, we recommend approval.

It was clarified that the snow guards were never placed on the original architecture of the buildings. They were not adequate in size or length based on Station #2 and were not caught in time for Station #3.

**Motion by Cymbaluk, Seconded by Brostuen for approval as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

1) Fire Station 3 Change Order 7-Shingobee Builders

Second Change Order #7, is for a reduction of \$2,875.60, we recommend approval.

**Motion by Cymbaluk, Seconded by Piesik for approval of decrease as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- G. Chief of Police
- H. Building Official
- I. City Planner
- J. Economic Development
  - 1) Summit Consulting: Community Build/Growth Grant

Shawn Wenko presented the following;

We have two items on requests from the Star Fund; Summit Consulting Community Build/Growth Grant, they provide mental health and substance abuse services. Initially they were requesting \$50,000.00 in a community build grant for costs associated with their growth, located in the 20/20 building, located at 1500 14<sup>th</sup> Street W, Suite 290. The request in funding would aid in the expansion of three new therapists and lease space within the 20/20 building. We have spoken with other communities, Watford City and Tioga, they both have contributed \$25,000.00 each in grant funding to their communities to expand. Stanly is currently reviewing a request for \$25,000.00. There was in depth discussion with Star Fund on needs for mental health services in the area and associated costs. They thought this would be a good step in addressing the need; the recommendation from Star Fund Board was approval of a community build growth grant, not to exceed \$25,000.000 for Summit Counseling. Once completed the option is open for Summit to re-apply for the remainder of the request.

We have had conversations with the CHI regarding space, when they open their rooms and referring patients. We have support from them also.

**Motion by Cymbaluk, Seconded by Bekkedahl for approval as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**



1) Williston Downtowners Association: Community Build Growth Grant (Annual)

This is a final year of a three year commitment by the Star Fund, dating back to 2015 for the Williston Downtowners Association, we committed up to \$35,000.00 per year for the aid of initial costs and events. The first year payout was \$35,000.00, then in 2016, we committed \$15,000.00, in a partnership with the Convention & Visitors Bureau. The request for 2017 is for \$30,000.00. The breakdown was \$15,000.00 for operational costs and \$10,000.00 would go towards the implementation of a business development event and \$5,000.00 would be towards a Downtown signage program. After lengthy discussion with the Star Fund Board, they agreed to opt to fund the operational costs, asked to table the other two requests, to be discussed at a later date. Star Fund is recommending a community build growth grant, in an amount not to exceed \$15,000.00 for operational costs. This would complete our three year commitment we have with the Downtowners Association.

It was asked if this would be the last year in asking for assistance for operational money, the goal of the Star Fund is not to pay for operations of an organization like the Downtowners Association. Louise Skaare, from the Downtowners Association clarified they are working toward being self-sufficient.

Community enhancement grants are they due, December 18, 2017. We are currently advertising community enhancements, each year we allocate up to \$50,000.00 that are deemed to improve the quality of life in our region. These grant applications are available for people applying within the city and surrounding areas. Applications available at our office or on-line at [Willistondevelopment.com](http://Willistondevelopment.com).

Commissioner Bekkedahl remarked, a few years back our Downtown process there was a discussion regarding Wayfair signage. Recommendation, if driving into Mandan, North Dakota, their Wayfair Signage is the best I've ever seen.

**Motion by Bekkedahl, Seconded by Brostuen for approval of a community build growth grant, in the amount of \$15,000.00 to the Williston Downtowners Association towards costs associated with operation as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- K. Airport
- L. Assessor
- M. Convention and Visitor's Bureau
- 10. Appointments and Consultations with Officers
- 11. Unfinished Business
  - A. Beer and Wine Alcoholic Beverage License – Meg-A-Latte 204 13<sup>th</sup> St W
  - B. Beer and Wine Alcoholic Beverage License – Meg-A-Latte 3210 27<sup>th</sup> St W

A and B, we are still working on these and will have an answer for you next meeting

C. XWA AE2S Task Order 15 – On-Site Water Service

Airport Director Anthony Dudas presented the following;

Three task orders, tabled from previous meetings, for on-site water service at the new airport, on-site sanitary sewer service and off-site sanitary sewer service, proposals put together for us from AE2S, have not had a chance to review these with Jordan and have since sent them to him, have not received confirmation that he approves them. At this time I would like to ask for approval, contingent on his final review. Task Order 15 – On-Site Water Service, standard agreement, not to exceed \$292,000.00. This is for 18,000 lineal feet of distribution and elevated storage and chemical distribution and some form of chlorine injection on site, for serving the water needs at the Airport. Task Order 16 – On-Site Sanitary Sewer Service, approximately 6,000 lineal feet of force main into the stations. Task Order 17 – Off-Site study report on how to reintegrate that off-site sewer into the city collection system and is a major design challenge, that we have to tackle, in conjunction with Engineering and Public Works. Staff reviewed and ask for contingent approval on final review.

Task Order #15, \$292,000.00, Task Order #16 \$65,000.00 and Task Order #17, \$38,500.00. These are all hourly and not to exceed.

**Motion by Brostuen, Seconded by Cymbaluk for approval of Task Order 15, between the City of Williston and AE2S for design and bidding services for the On-Site Water Service in the amount of \$292,000.00 to be billed hourly, not to exceed.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

D. XWA AE2S Task Order 16 – On-Site Sanitary Sewer Service

**Motion by Cymbaluk, Seconded by Piesik for approval of Task Order #16 for On-Site Sanitary Sewer Service, in the amount, not to exceed \$65,000.00, as presented.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

E. XWA AE2S Task Order 17 – Off-Site Sanitary Service

**Motion by Brostuen, Seconded by Cymbaluk for approval of Task Order 17, with AE2S for study and report services for the XWA Off-Site Sanitary Service in the amount of \$38,500.00 to be billed hourly, not to exceed, contingent upon final review of the City Attorney.**

**AYE: Brostuen, Bekkedahl, Piesik, Cymbaluk, Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

12. New Business
13. Executive Session
  - A. Attorney Consultation

Mayor Klug stated that he would entertain a motion to move into an Executive Session to confer with City Attorney pursuant to Section 44-04-1.8.4 of the North Dakota Century Code.

Mayor, Howard Klug reconvened the Board of City Commissioners Meeting. An Executive Session was held and the only issue discussed was an attorney consultation.

14. Adjourn at 8:40 pm

**Motion to adjourn.**  
**UNANIMOUS BY VOICE VOTE**

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Howard Klug, President  
Board of City Commissioners

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John Kautzman, City Auditor