

**OFFICIAL PROCEEDINGS**  
**Board of City Commissioners**  
**May 23, 2017 - 6:00 pm**  
**City Hall – Williston, North Dakota**

1. Roll Call of Commissioners

**COMMISSIONERS PRESENT:** Chris Brostuen, Brad Bekkedahl (via teleconference), Deanette Piesik, Tate Cymbaluk, Howard Klug

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** John Kautzman, Dave Bell, Jason Catrambone, David Peterson, Shawn Wenko, Bob Hanson, Anthony Dudas, Taylor Olson, Bill Tracy, Kent Jarcik, Rachel Laqua, David Tuan, Pete Furuseth, Josephine Ching.

Mayor Klug presented a quorum.

**CHANGES TO AGENDA:**

Add 2B2e

Add 2E

Add 9G1

**Motion by Cymbaluk, Seconded by Piesik to approve the agenda as amended.**

**UNANIMOUS BY VOICE VOTE**

2. Consent Agenda

A. Reading and Approval of Minutes

1) Elks Youth Meeting Dated: May 9, 2017

2) Regular Meeting Dated: May 9, 2017

B. Auditor

1) Accounts, Claims and Bills

For checks between: 05/05/17 - 05/18/17

Check #	Vendor/Employee/Payee Number/Name	Check Amount	Issued
-53353	MERITAIN HEALTH MERITAIN HEALTH	7620.26	05/05/17
-53352	56297 BRENDA D'ANGELO	1404.38	05/12/17
-53351	12020 RANDY M DONNELLY	1466.86	05/12/17
-53350	56656 MELISSA ELLETSON	2095.62	05/12/17
-53349	56444 SUSAN GISLASON	1678.60	05/12/17
-53348	12017 JOHN L. KAUTZMAN	3276.13	05/12/17
-53347	56719 KATHY KIMLEY	2031.85	05/12/17
-53346	12026 KAREN P. LARSON	1625.18	05/12/17
-53345	56716 JAMIE MONTGOMERY	1543.08	05/12/17
-53344	56655 STEPHANIE WELLMAN	1412.10	05/12/17
-53343	56462 BONNIE COLEOTE	1307.17	05/12/17
-53342	56717 JASMINE COLLINS	1171.90	05/12/17
-53341	56761 MICHAEL CORNELL	691.53	05/12/17
-53340	13026 KEVIN W. CRAFT	1220.19	05/12/17
-53339	56729 GEORGIA HOLLEMBEAK	1297.33	05/12/17

-53338	56760	TERRI LUTNES	1148.62	05/12/17
-53337	56614	ELIZABETH OLSON	1452.23	05/12/17
-53336	56323	LINDSEY REPP	1580.02	05/12/17
-53335	56660	MIKAELA SKALICKY	1441.96	05/12/17
-53334	13025	JOLEEN S. TINKER	1607.84	05/12/17
-53333	56569	CINDY WHITE	1365.28	05/12/17
-53332	56169	KATHERINE E. BERWICK	2434.65	05/12/17
-53331	17016	THOMAS J. GLENN	396.86	05/12/17
-53330	56713	DENISE MELBY	1217.48	05/12/17
-53329	56491	KATHLEEN STAHOWIAK	2323.34	05/12/17
-53328	56225	SUSAN E. MOELLER	1292.94	05/12/17
-53327	56698	BRITTANY ANDERSON	1539.92	05/12/17
-53326	56745	KALEB ANDERSON	447.77	05/12/17
-53325	56540	BRAD AUTTELET	2472.83	05/12/17
-53324	56699	JOSHUA BANKS	3117.02	05/12/17
-53323	56458	CLINTON BATES	2594.82	05/12/17
-53322	18021	ROBERT J. BENTH	2292.06	05/12/17
-53321	56749	JAKE BYMAN	1192.65	05/12/17
-53320	56701	MITCHELL BYMAN	2293.50	05/12/17
-53319	56419	JASON CATRAMBONE	3179.13	05/12/17
-53318	56641	JUSTIN CHAMPION	2703.37	05/12/17
-53317	56746	KHRISTOPHER CHAMPION	1232.62	05/12/17
-53316	56584	MATTHEW CLARK	3213.53	05/12/17
-53315	56743	STEPHEN CLARK	1126.87	05/12/17
-53314	56747	ANNIKA COLLINS	1228.88	05/12/17
-53313	56741	PRISCILLA CRAIN	1305.58	05/12/17
-53312	56722	DONALD DEMPSEY	2266.54	05/12/17
-53311	56754	CHRIS DICK	2791.84	05/12/17
-53310	56650	THOMAS DICKEY	589.26	05/12/17
-53309	56661	VICTORIA DOUGLAS	1330.22	05/12/17
-53308	56506	RYAN EDMONDSON	1701.76	05/12/17
-53307	56541	JACOB FELTES	2169.66	05/12/17
-53306	56748	MICHAEL FESKO	1095.20	05/12/17
-53305	56500	CHRISTOPHER GILLIES	2107.17	05/12/17
-53304	56459	MATTHEW GOODE	1843.74	05/12/17
-53303	56634	JAMES HERRMANN	2071.29	05/12/17
-53302	56630	JOHN HOSKINS	2321.04	05/12/17
-53301	56567	EMILY HUGHES	2461.11	05/12/17
-53300	56507	GREGORY HUGHES	2249.20	05/12/17
-53299	56636	COREY JOHNSON	2433.05	05/12/17
-53298	18027	STEVEN D. KERZMANN	2950.67	05/12/17
-53297	56612	ROBERT KISER	1991.07	05/12/17
-53296	56587	JEREMY KNAPKEWICZ	1391.67	05/12/17
-53295	56715	WYATT KOENIG	1950.81	05/12/17
-53294	56498	JASON LEWIS	1367.22	05/12/17
-53293	56483	JOSHUA MAHLUM	1914.88	05/12/17
-53292	56658	CHRISTOPHER MAHONEY	2495.68	05/12/17
-53291	56731	MICHAEL MESCO	2187.35	05/12/17
-53290	56642	RYAN MILLER	2081.59	05/12/17

-53289	56527 CRAIG MOEN	1256.29	05/12/17
-53288	18099 ERICA J. MYERS	1738.00	05/12/17
-53287	56742 BRODERICK NELSON	1330.84	05/12/17
-53286	56583 AMANDA NORTON	1745.99	05/12/17
-53285	56744 CHRISTIAN OLSON	1237.30	05/12/17
-53284	56503 JOHN PAGANO	1535.66	05/12/17
-53283	56718 JESSICA PATTERSON	2843.41	05/12/17
-53282	56755 JORDAN RABE	1925.85	05/12/17
-53281	56751 STEVEN RISK	1453.06	05/12/17
-53280	56740 FLETCHER SCAIFE	1161.44	05/12/17
-53279	56645 JILL SELLERS	2288.08	05/12/17
-53278	56504 PATRICK SELLERS	4311.69	05/12/17
-53277	56739 TRAVIS SHAY	1304.38	05/12/17
-53276	56759 SARA STAFFORD	724.67	05/12/17
-53275	56752 IAN STEWART	1283.51	05/12/17
-53274	56649 EARNEST THEETGE	2423.77	05/12/17
-53273	56680 CHELSEA THOMAS	1970.75	05/12/17
-53272	56733 ANTHONY VERESPE	2079.20	05/12/17
-53271	56723 JOHN DANIEL WILSON	157.86	05/12/17
-53270	56174 SAM M. AIDE	1733.06	05/12/17
-53269	56273 JASON BARTEN	1784.89	05/12/17
-53268	56246 HUGH E BENZEN	1695.76	05/12/17
-53267	19092 DUSTIN J. BERTSCH	2492.37	05/12/17
-53266	19028 MARK R. BITZ	2023.90	05/12/17
-53265	56097 ALAN C. BRATT	2031.60	05/12/17
-53264	56146 ASHLEY R. CELANDER	1736.76	05/12/17
-53263	56121 DUSTIN R. CELANDER	1854.39	05/12/17
-53262	56721 BRYCE DAHL	1623.75	05/12/17
-53261	56278 DANIEL DERY	2314.76	05/12/17
-53260	56173 RODNEY H. DICKERSON	1892.13	05/12/17
-53259	56485 JAMES DIXON	1751.79	05/12/17
-53258	56455 JESSY DOLS	1534.24	05/12/17
-53257	56354 RYAN EGERMAN	1771.76	05/12/17
-53256	56724 ALEXIUS ENGET	1577.47	05/12/17
-53255	56631 BRETT FLESNESS	1689.12	05/12/17
-53254	56255 CHELSEA S FOSSEN	1476.57	05/12/17
-53253	19009 LINDA R. GRANBOIS	1378.55	05/12/17
-53252	56147 JACOB J. GREGORY	2327.21	05/12/17
-53251	19095 WALTER H. HALL	2235.29	05/12/17
-53250	19082 RANDY M. HAUGENOE	2218.15	05/12/17
-53249	56737 JASON HAYDEN	1567.94	05/12/17
-53248	56206 DANIELLE HENDRICKS	1969.36	05/12/17
-53247	56243 JACOB R. HENDRICKS	1699.53	05/12/17
-53246	56285 TYLER HOFF	1699.53	05/12/17
-53245	56210 WILLIAM E. HOLLER	1266.73	05/12/17
-53244	56711 SHAWN HOLM	1042.11	05/12/17
-53243	56353 JONATHAN HOLTER	1726.70	05/12/17
-53242	56102 MICHAEL A. ISENHOWER JR	1923.31	05/12/17
-53241	56714 MARNAE KLUNGSETH	1586.60	05/12/17

-53240	56556	AMBER KOEHN	1684.73	05/12/17
-53239	56555	JACOB KOEHN	1639.95	05/12/17
-53238	56651	CINDY KOPAC	1169.41	05/12/17
-53237	56726	ERICA KUCERA	1585.38	05/12/17
-53236	56387	AARON KURTENBACH	1644.83	05/12/17
-53235	56082	TRAVIS J. MARTINSON	1817.29	05/12/17
-53234	56492	HEATHER MONTGOMERY	1779.87	05/12/17
-53233	56449	NICHOLAS NELSON	1857.31	05/12/17
-53232	56061	AMY D. NICKOLOFF	2838.38	05/12/17
-53231	56617	AMBER PELZL	1101.91	05/12/17
-53230	56385	JUSTIN PELZL	1720.19	05/12/17
-53229	19098	DAVID A. PETERSON	2796.37	05/12/17
-53228	56397	MEGAN PETERSON	1298.61	05/12/17
-53227	56418	TRAVIS PETERSON	1657.40	05/12/17
-53226	56403	KRISTIINA RAVASKA	1881.16	05/12/17
-53225	56148	JONATHAN D. ROGENKAMP	1720.87	05/12/17
-53224	56627	MELANIE RUSSELL	1685.49	05/12/17
-53223	56632	NICHOLAS SATERMO	1719.70	05/12/17
-53222	13027	CRYSTAL A. SCHAUBEL	1166.92	05/12/17
-53221	56571	CRAIG WARE	1673.22	05/12/17
-53220	56633	BENJAMIN WILLIAMS	1507.40	05/12/17
-53219	19077	MICHAEL S. WILSON	2413.47	05/12/17
-53218	56572	DANIEL ZIMMERMAN	1695.76	05/12/17
-53217	20047	KELLY ABERLE	1807.90	05/12/17
-53216	26039	DIANE K. ALBRIGHTSON	665.70	05/12/17
-53215	56209	MARTIN L. COLGAN	2002.63	05/12/17
-53214	56296	JOE DOSS	1955.21	05/12/17
-53213	56762	LESLIE HAMRICK	574.30	05/12/17
-53212	56490	RICHARD KIMBALL II	1839.07	05/12/17
-53211	56702	DOREEN MASTERSON	1122.27	05/12/17
-53210	56301	TRAVIS MIZZELL	1255.12	05/12/17
-53209	56467	MARGARET RICHARDS	1106.60	05/12/17
-53208	56441	DAVID SASSER	1899.04	05/12/17
-53207	56252	DIANE THOMPSON	1018.34	05/12/17
-53206	56360	NYDEL TOMPKINS	831.17	05/12/17
-53205	56270	WILLIAM TRACY III	2773.97	05/12/17
-53204	25030	PEDAR A. ANDRE	1382.57	05/12/17
-53203	21041	ROBERT E HANSON	2937.38	05/12/17
-53202	56517	THOMAS HARTLEY	2283.40	05/12/17
-53201	56302	ANTON LEUTY	1937.08	05/12/17
-53200	56417	DEAN RENNINGER	1828.94	05/12/17
-53199	56428	THOMAS SCOTT	1573.97	05/12/17
-53198	21054	WAYNE A WIEDRICH	2793.82	05/12/17
-53197	56421	JAREK WIGNESS	1647.30	05/12/17
-53196	56712	BRANDON BRUNDAGE	1972.05	05/12/17
-53195	22021	LES CHRISTENSEN	1914.55	05/12/17
-53194	22020	ROBERT D. KNAPPER	2088.72	05/12/17
-53193	56474	JASON ANDREASON	2994.33	05/12/17
-53192	56558	KYLE BREDWICK	1156.09	05/12/17

-53191	56543	DAVID CURTISS	1252.99	05/12/17
-53190	23136	JAMES B. ENGEN	2730.72	05/12/17
-53189	56653	DOMINICK IOVINO	1656.48	05/12/17
-53188	56528	JONNY IOVINO	2243.97	05/12/17
-53187	23039	BRUCE A. JOHNSON	1810.71	05/12/17
-53186	56559	RANDALL JOHNSON	1320.10	05/12/17
-53185	56315	EARL KILLINGSWORTH	1188.27	05/12/17
-53184	56601	RICHARD MALONEY	1267.34	05/12/17
-53183	56673	KATIE MATLOCK	254.36	05/12/17
-53182	56577	MARC MOHR	1933.40	05/12/17
-53181	56448	EMIL NEHRING	1682.76	05/12/17
-53180	56628	GREG OSTER	1827.05	05/12/17
-53179	56303	TROY OSTER	1401.38	05/12/17
-53178	56756	CLYDE RANSONET	952.26	05/12/17
-53177	56720	JAMES SCHMIDT	1162.07	05/12/17
-53176	56482	GARY SKABO JR	963.21	05/12/17
-53175	56526	GARY SKABO SR	1106.89	05/12/17
-53174	56686	TIMOTHY SNEATH	1251.59	05/12/17
-53173	56167	MATTHEW TUTAS	1395.83	05/12/17
-53172	56652	IAN WEIGEL	1487.23	05/12/17
-53171	56451	DAVID WITTMAN	1688.32	05/12/17
-53170	56409	KENDELL BROWN	1050.92	05/12/17
-53169	56370	JEFFREY BRYSON	2077.14	05/12/17
-53168	24019	ROBERT D. COUGHLIN	1255.49	05/12/17
-53167	56381	MORKATAA DHINAA	1452.03	05/12/17
-53166	56478	KYLE FLEMING	1472.52	05/12/17
-53165	56575	FRANCIS GOODSKY	1216.58	05/12/17
-53164	24017	STEVEN W. JENSEN	2327.19	05/12/17
-53163	56189	AMANDA M. KAISER - LEE	2673.93	05/12/17
-53162	56356	MITCHELL KERSTING	2026.41	05/12/17
-53161	56629	ALDON OLSON	1241.61	05/12/17
-53160	56682	LACEY RIXEN	1437.58	05/12/17
-53159	56415	WILLIAM SCHWENDEMAN	1509.25	05/12/17
-53158	56284	SABRINA SIMS	1549.92	05/12/17
-53157	56550	JAMIE SITZMAN	589.66	05/12/17
-53156	56539	ETHAN TUNNELL	1278.29	05/12/17
-53155	25110	KENNETH W. BERGSTROM	2454.69	05/12/17
-53154	56472	CURTIS CLARYS	2055.00	05/12/17
-53153	56613	SKYLER HENRIE	1119.22	05/12/17
-53152	25111	JASON W. HOULE	1688.14	05/12/17
-53151	56648	BRANDON SANDBERG	1404.06	05/12/17
-53150	56389	THOMAS ATOR	1494.71	05/12/17
-53149	56735	DAMARA GREGORY	1025.71	05/12/17
-53148	56596	KATRINA HENRY	630.92	05/12/17
-53147	56368	ERICA KELASH	1781.63	05/12/17
-53146	56513	ARTHUR CRUMB	2011.14	05/12/17
-53145	56704	JAMIE DUESSLER	1555.56	05/12/17
-53144	54065	PATRICIA K. FIORENZA	2442.34	05/12/17
-53143	27076	DANNY R. GERGEN	1742.69	05/12/17

-53142	56091	JAMES A HAGA JR	2071.28	05/12/17
-53141	56128	VERNON L. HENDRICKSON	1629.13	05/12/17
-53140	56687	LONNY HIATT	1459.19	05/12/17
-53139	56535	JEFFREY LADUCER	1341.93	05/12/17
-53138	56477	ROBERT LADUCER	1434.26	05/12/17
-53137	56423	GREGORY MACE	1343.38	05/12/17
-53136	56433	RENA MATLOCK	1496.49	05/12/17
-53135	27096	RUSSELL E. MOMBERG	1799.47	05/12/17
-53134	27091	JOSEPH G. MONSON	1180.64	05/12/17
-53133	56622	REX OLSON	1178.78	05/12/17
-53132	56565	DAVID SMITHBERG	233.70	05/12/17
-53131	56258	BRYAN THOMPSON	1607.22	05/12/17
-53130	56703	BRIAN BOLANOWSKI	853.00	05/12/17
-53129	56084	KENNETH R. BOYKIN	1879.49	05/12/17
-53128	56514	NICO BUECHNER	1692.23	05/12/17
-53127	56114	ANTHONY D. DUDAS	3049.14	05/12/17
-53126	56688	MASON FUNDERBURG	1322.52	05/12/17
-53125	56671	ROBERT S HANSON	1779.36	05/12/17
-53124	56598	TERRY HARP	1652.91	05/12/17
-53123	12029	LORI A. LARSEN	1577.71	05/12/17
-53122	56611	CORDELL LINDVIG	1353.33	05/12/17
-53121	56708	JOSHUA LOEWENBERG	1566.39	05/12/17
-53120	56705	BRENT MILLER	1044.77	05/12/17
-53119	56725	DEVIN REIFSTECK	1105.37	05/12/17
-53118	56508	JAMES HAGA SR	1319.83	05/12/17
-53117	23126	BRENT E. HANSON	2246.91	05/12/17
-53116	56679	TREVIS ALTON	1362.04	05/12/17
-53115	56488	MARK BRUINEKOOL	1236.97	05/12/17
-53114	56367	TONY SCOTT	789.12	05/12/17
-53113	56340	MICHAEL SIMPSON	1736.82	05/12/17
-53112	56640	BRANDON KUZEL	1431.49	05/12/17
-53111	56200	GINA MOTTL	2379.29	05/12/17
-53110	56693	KELSY NEHRING	1286.69	05/12/17
-53109	56585	SCOTT VASSEN	2237.94	05/12/17
-53108	56352	BRIAN YOUNG	1780.91	05/12/17
-53107	56579	JOSEPHINE CHING	1061.57	05/12/17
-53106	56347	CHRISTINE EDWARDS	1429.87	05/12/17
-53105	34017	KENT A. JARCIK	3039.97	05/12/17
-53104	56239	RACHEL K. LAQUA	2096.07	05/12/17
-53103	35025	JOSILYN F BEAN	1725.19	05/12/17
-53102	27058	DAVID LEE BELL	2872.41	05/12/17
-53101	56516	BARBARA ELLICO	1428.06	05/12/17
-53100	56375	KRISTIN THORSON	1595.94	05/12/17
-53099	56710	ALYSSA WIEDRICH	1275.13	05/12/17
-53098	36006	NEIL W. BAKKEN	1925.47	05/12/17
-53097	56366	KENT SKABO	1778.25	05/12/17
-53096	56180	DIANE C. HAGEN	645.13	05/12/17
-53095	56736	TIFFANY BRUNO	642.96	05/12/17
-53094	56473	ANGELA DECKER	178.91	05/12/17

-53093	48102 KAYLA J. HELL	824.12	05/12/17
-53092	56638 WANDA OLAF	630.68	05/12/17
-53091	56111 ANDREA L. PLACHER	1016.54	05/12/17
-53090	56683 ANN REINKE	81.45	05/12/17
-53089	56364 JASON SAGE	909.80	05/12/17
-53088	48013 DEBORAH A. SLAIS	1346.31	05/12/17
-53087	56588 KIRBY STRICKLAND	944.04	05/12/17
-53086	48034 YVONNE A. TOPP	337.85	05/12/17
-53085	56411 LISA WEBB	995.60	05/12/17
-53084	56298 SAWYER ZENT	292.15	05/12/17
-53083	52011 ANN M. KVANDE	1531.62	05/12/17
-53082	56041 BARBARA J. PETERSON	1350.85	05/12/17
-53081	56578 BRENDA SCHMIDT	1246.28	05/12/17
-53080	52020 SHAWN WENKO	2076.79	05/12/17
-53079	53002 AMY A. KRUEGER	2215.14	05/12/17
-53078	56271 SABRINA A RAMEY	1396.12	05/12/17
-53077	56310 JENNIFER STRIETZEL	1249.24	05/12/17
-53076	56646 THOMAS FRET LAND	1546.76	05/12/17
-53075	56479 TRISTA HENRIE	1901.03	05/12/17
-53074	56213 ROBERT JASON HILLARD	2135.67	05/12/17
-53073	56728 TERRI JOHNSON	1287.74	05/12/17
-53072	56604 BRET WILLIAMS	2646.64	05/12/17
-53071	56435 KEVIN POWERS	1637.98	05/12/17
-53070	56522 RYAN SLAPNICKA	2734.57	05/12/17
-53069	56512 PEGGY MASTERS	1445.65	05/12/17
-53068	56293 DAVID TUAN	3287.77	05/12/17
-53067	IAFF LOCAL 3743 IAFF LOCAL 3743	475.00	05/12/17
-53066	56575 FRANCIS GOODSKY	580.69	05/12/17
-53065	DEFER COMP ROTH NATIONWIDE RETIREMENT SO	20116.71	05/12/17
-53064	ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE	2232.80	05/12/17
-53063	FIT U.S. TREASURY	202512.93	05/12/17
-53062	FIT U.S. TREASURY	811.54	05/16/17
-53061	FIT U.S. TREASURY	387.77	05/16/17
1707	3035 FIRST DAKOTA ENTERPRISES INC	71118.00	05/15/17
87847	MEDICO LIFE MEDICO LIFE AND HEALTH I	1783.30	05/05/17
87848	673 CLERK OF DISTRICT COURT	750.00	05/05/17
87849	999999 MILLIE HILLS	100.00	05/05/17
87850	999999 RICARDO MONITA JR	400.00	05/05/17
87851	ND HEALTH ND PUBLIC EMPLOYEES RETI	239073.71	05/08/17
87852	DEF COMP PERS1 NORTH DAKOTA PUBLIC EMPL	3528.33	05/08/17
87853	900 HR COLLABORATIVE	50.00	05/09/17
87854	1611 HASLER	500.00	05/10/17
87855	243 MONTANA DAKOTA UTILITIES	2194.60	05/10/17
87856	3180 Forgotten Treasures, LLC	5000.00	05/11/17
87857	35 BANK OF NORTH DAKOTA	15479.79	05/11/17
87858	2427 ORGANIC CLEANING SOLUTIONS	437.24	05/11/17
87859	56732 JESSE CRUISE	533.17	05/12/17
87860	56406 RICHARD RADEMACHER	2066.35	05/12/17
87861	22014 GARY L. GLOVATSKY	2172.16	05/12/17

87862	25106 RICHARD S. ODEGARD	1770.61	05/12/17
87863	56757 TYRELL SMITH	1045.81	05/12/17
87864	56582 JOSHUA DAGENAIS	1247.93	05/12/17
87865	32006 WILLIAM M. MCQUISTON	1488.39	05/12/17
87866	56625 JEREMY WRIGHT	1705.02	05/12/17
87867	56763 ANDREW HAGA	687.77	05/12/17
87868	CHILD SUPR ALAB ALABAMA CHILD SUPPORT PA	150.00	05/12/17
87869	UT CHILD SUPPOR CHILD SUPPORT SERVICES (	141.00	05/12/17
87870	CHILD SUPRT IA COLLECTIONS SERVICES CEN	282.60	05/12/17
87871	CHILD SUPRT CT CONNECTICUT - CCSPC	297.65	05/12/17
87872	CREDIT COLL BUR CREDIT COLLECTIONS BUREA	269.44	05/12/17
87873	DCI CREDIT DCI CREDIT SERVICES INC	0.00	05/12/17
87874	DEL CHILD SUPPO DCSE	135.00	05/12/17
87875	MISSOURI CHILD FAMILY SUPPORT PAYMENT C	377.25	05/12/17
87876	MI CHILD SUPPOR MICHIGAN STATE DISBURSEM	104.75	05/12/17
87877	MN CHILD SUPPOR MINNESOTA CHILD SUPPORT	171.00	05/12/17
87878	CHILD SUPPORT P PA SCDU	505.00	05/12/17
87879	544 SWANSTON EQUIPMENT CORPORATION	23500.00	05/12/17
87880	56550 JAMIE SITZMAN	269.44	05/12/17
87881	DCI CREDIT DCI CREDIT SERVICES INC	522.51	05/12/17
87882	26039 DIANE K. ALBRIGHTSON	416.01	05/12/17
87883	56432 RICHARD DEBRUNNER	956.20	05/12/17
87884	162 HORIZON RESOURCES	660.00	05/12/17
87885	3044 Christ Scheen	790.00	05/12/17
87886	999999 SCHAWN SCHMITZ	500.00	05/13/17
87887	999999 NICHOLAS KUEHL	2000.00	05/13/17
87888	999999 THOMPSON INFORMATION SERVICES	795.00	05/13/17
87889	243 MONTANA DAKOTA UTILITIES	2622.57	05/13/17
87890	496 WCS TELECOM	915.54	05/13/17
87891	107 DISCOVERY BENEFITS	192.50	05/13/17
87892	484 VERIZON WIRELESS	6755.59	05/13/17
87893	999999 ALEX WILLIAMS	400.00	05/15/17
87894	999999 SAMANTHA NASSERS	400.00	05/15/17
87895	999999 RYAN OLSEN	750.00	05/15/17
87896	999999 CHRISTINE HARDY	2250.00	05/15/17
87897	267 MOUNTRAIL-WILLIAMS REC	16000.00	05/15/17
87898	56758 CHRISTOPHER JAMES	1765.12	05/15/17
87899	56753 MAKAILYN KELLY	1087.15	05/15/17
87900	128 FAMILY CRISIS SHELTER	3393.00	05/16/17
87901	320 NEMONT	416.01	05/17/17
87902	2953 PRO-LINE T-SHIRTS, LLC	1350.00	05/17/17
87903	999998 NICO BUECHNER	4.26	05/17/17
87904	999998 ANTHONY D. DUDAS	1729.00	05/17/17
87905	252 MIDCONTINENT COMMUNICATIONS	530.23	05/17/17
87906	267 MOUNTRAIL-WILLIAMS REC	660.94	05/17/17
87907	1716 WILLIAMS SCOTSMAN, INC.	2403.50	05/17/17
87908	999998 KENNETH R. BOYKIN	291.59	05/17/17
87909	999999 ERIC TATE	750.00	05/17/17
87910	999999 WYATT BLACK	20.00	05/17/17



87911	999999	CHAD SWENSON	460.00	05/17/17
87912	999999	CORBIN PHELTS	800.00	05/17/17
87913	673	CLERK OF DISTRICT COURT	750.00	05/17/17
87914	489	VISA	9950.89	05/17/17
87915	PERS	NORTH DAKOTA PUBLIC EMPL	194167.50	05/17/17
87916	488	VISA	1041.73	05/17/17
87917	488	VISA	468.21	05/17/17
87918	488	VISA	1049.64	05/17/17
87919	488	VISA	252.63	05/17/17
87920	488	VISA	2358.01	05/17/17
87921	488	VISA	647.64	05/17/17
87922	488	VISA	80.95	05/17/17
87923	488	VISA	1277.11	05/17/17
87924	488	VISA	2954.52	05/17/17
87925	623	WEX BANK	8474.21	05/17/17
87926	2359	11TH STREET PROPERTY, LLC	6000.00	05/18/17
87927	1220	3D SPECIALTIES	5872.08	05/18/17
87928	999998	AARON KURTENBACH	70.00	05/18/17
87929	1079	ABL MOBILE LOCK & SAFE	305.00	05/18/17
87930	526	ACE HARDWARE & FLOORING	481.70	05/18/17
87931	2274	ACME TOOLS	547.05	05/18/17
87932	3	ADVANCED ENGINEERING &	13006.78	05/18/17
87933	3119	AMB	2499.46	05/18/17
87934	3004	AMERICAN WELDING & GAS	25.85	05/18/17
87935	718	AMERIPRIDE LINEN AND APPAREL SERV	1526.07	05/18/17
87936	723	BADLANDS STEEL, INC	651.50	05/18/17
87937	33	BAKER & TAYLOR CO.	907.51	05/18/17
87938	34	BALCO UNIFORM CO., INC.	730.67	05/18/17
87939	35	BANK OF NORTH DAKOTA	30321.15	05/18/17
87940	38	BASIN PRINTERS, INC.	517.00	05/18/17
87941	52	BORDER STATES ELECTRIC	131.12	05/18/17
87942	1926	BRAUN INTERTEC CORPORATION	1548.50	05/18/17
87943	999998	BRIAN YOUNG	40.00	05/18/17
87944	2326	BURNS & MCDONNELL	25097.04	05/18/17
87945	997	BUTLER MACHINERY CO.	808.01	05/18/17
87946	1054	C & D WATER SERVICES	72.00	05/18/17
87947	1897	CAR QUEST	311.71	05/18/17
87948	549	CASH WISE FOODS	65.99	05/18/17
87949	1755	CDW GOVERNMENT	2933.66	05/18/17
87950	616	CENTER POINT LARGE PRINT	41.34	05/18/17
87951	2508	CERTIFIED LABORATORIES	4324.00	05/18/17
87952	1261	CHAMBER OF COMMERCE	1000.00	05/18/17
87953	2112	CHI ST ALEXIUS OCCUPATIONAL CLINI	12995.90	05/18/17
87954	73	CHRISTOPHERSON'S TIN	4707.91	05/18/17
87955	79	CITY OF WILLISTON	2592.63	05/18/17
87956	1666	CIVIL SCIENCE	29537.00	05/18/17
87957	3191	COMMERCIAL FIRE, LLC	847.19	05/18/17
87958	1662	CONNECTING POINT COMPUTER CENTER	4226.48	05/18/17
87959	1486	CONNEX INTERNATIONAL	105.73	05/18/17

87960	2210 CONTINENTAL RESOURCES	400.00	05/18/17
87961	822 COUNTRY FLORAL	101.10	05/18/17
87962	3193 Cover One	254.10	05/18/17
87963	2228 CUSTOM INK	2496.20	05/18/17
87964	548 DAKOTA DIESEL	107.64	05/18/17
87965	927 DAKOTA PUMP & CONTROL	13050.00	05/18/17
87966	93 DAKOTA SUPPLY GROUP	992.24	05/18/17
87967	2514 DAL GLOBAL SERVICES LLC	6450.00	05/18/17
87968	3185 Dana Ebel Memorial Golf Tournamen	300.00	05/18/17
87969	1705 DEGENSTEIN'S AUTO PLUS	625.00	05/18/17
87970	1198 DEMCO	104.20	05/18/17
87971	671 DF LIGHTING COMPANY	836.10	05/18/17
87972	568 DPC INDUSTRIES, INC	4392.60	05/18/17
87973	2353 EAPC	8314.28	05/18/17
87974	3181 EBERLINE ANALYTICAL CORP	240.00	05/18/17
87975	1541 EKBLAD, INC.	1675.00	05/18/17
87976	2524 ELITE HEALTH & FITNESS	190.00	05/18/17
87977	2732 ENTERPRISE FINANCIAL	294.00	05/18/17
87978	1293 EUGENE EMERY	651.00	05/18/17
87979	668 FASTENAL COMPANY	75.91	05/18/17
87980	2895 FCI CONSTRUCTORS, INC - ND	110164.65	05/18/17
87981	569 FEDEX	664.84	05/18/17
87982	132 FIRST NATIONAL BANK	4526.16	05/18/17
87983	921 FISHER SCIENTIFIC	9743.67	05/18/17
87984	134 FORT UNION SUPPLY & TRADE	1655.00	05/18/17
87985	2756 FORTERRA	803.00	05/18/17
87986	999998 FRANCIS GOODSKY	10.00	05/18/17
87987	354 FURUSETH LAW FIRM, PC	35782.50	05/18/17
87988	139 GAFFANEY'S	2134.40	05/18/17
87989	1096 GALLS, LLC	1152.25	05/18/17
87990	3192 GATED SOLUTIONS	936.05	05/18/17
87991	2552 GRAINGER	126.35	05/18/17
87992	846 GRAND FORKS FIRE EQUIPMENT LLC	12649.82	05/18/17
87993	2287 GRAVEL PRODUCTS INC	2331.00	05/18/17
87994	144 GRAYMONT WESTERN CANADA	15974.25	05/18/17
87995	1826 GREAT WEST TIRE & LUBE LLC	525.00	05/18/17
87996	539 HACH	504.79	05/18/17
87997	999999 HALLIBURTON	1797.10	05/18/17
87998	624 HAMERS AUTOMOTIVE	3460.80	05/18/17
87999	615 HARTFORD STEAM BOILER	279.37	05/18/17
88000	151 HAWKINS, INC.	18775.24	05/18/17
88001	2937 HD SUPPLY WATERWORKS	1680.72	05/18/17
88002	550 HEDAHL'S PARTS PLUS	176.52	05/18/17
88003	848 HEIL ENVIRONMENTAL	58.21	05/18/17
88004	3184 Highway 2 Association	50.00	05/18/17
88005	161 HOME OF ECONOMY	332.62	05/18/17
88006	162 HORIZON RESOURCES	31023.72	05/18/17
88007	163 HOSE AND RUBBER SUPPLY	85.32	05/18/17
88008	900 HR COLLABORATIVE	50.00	05/18/17

88009	2767 IFSTA	122.00	05/18/17
88010	4561 INTERNATIONAL CODE COUNCIL, INC.	24.50	05/18/17
88011	2322 INTERSTATE BILLING SERVICE, INC	28.08	05/18/17
88012	3187 Jaden Cymbaluk	1000.00	05/18/17
88013	999998 JAMES DIXON	90.00	05/18/17
88014	3188 Kevin Duttenhefner	300.00	05/18/17
88015	1299 KNIFE RIVER-NORTH CENTRAL	1594.40	05/18/17
88016	2881 KODET ARCHITECTURAL GROUP, INC.	56197.83	05/18/17
88017	212 KOTANA COMMUNICATIONS	354.25	05/18/17
88018	220 LEARNING OPPORTUNITIES	166.40	05/18/17
88019	2416 LEGEND DATA SYSTEMS	469.52	05/18/17
88020	3100 Lighthouse Uniform	88.96	05/18/17
88021	2386 LYNN CARD COMPANY	88.95	05/18/17
88022	1644 M-B COMPANIES, INC.	696.16	05/18/17
88023	3182 MARK PROHASKA	800.00	05/18/17
88024	3194 Mat Ekblad	453.64	05/18/17
88025	239 MATERIAL TESTING SERVICES, LLC	2420.00	05/18/17
88026	585 MCCODY CONCRETE PRODUCTS, INC	20.40	05/18/17
88027	245 MEDQUEST INC	918.90	05/18/17
88028	2685 MENARDS	437.29	05/18/17
88029	250 MICROMARKETING ASSOCIATES	158.44	05/18/17
88030	254 MIKE'S WINDOW CLEANING SERVICE	230.00	05/18/17
88031	255 MILLY'S ALTERATIONS	35.50	05/18/17
88032	2511 MONDAK HARDWARE, INC	192.72	05/18/17
88033	1150 MONDAK PORTABLES LLC	75.60	05/18/17
88034	243 MONTANA DAKOTA UTILITIES	11628.07	05/18/17
88035	3190 MOUNTAIN STATES TACTICAL OFFICERS	250.00	05/18/17
88036	271 MVTL/MINNESOTA VALLEY	675.60	05/18/17
88037	275 NAPA AUTO PARTS	1112.99	05/18/17
88038	2507 NDUCEFA (ND URBAN & COMMUNITY FORE	80.00	05/18/17
88039	319 NELSON INTERNATIONAL	529.62	05/18/17
88040	320 NEMONT	5942.06	05/18/17
88041	333 NORTHWEST SUPPLY & R&R TROPHIES I	991.10	05/18/17
88042	337 O'DAY EQUIPMENT, INC.	1503.68	05/18/17
88043	1635 OCLC, Inc.	554.53	05/18/17
88044	1803 ODNEY	8160.01	05/18/17
88045	340 OHNSTAD TWICHELL PC	225.00	05/18/17
88046	2677 PAYMENT PRINCIPALS	20.00	05/18/17
88047	351 PENWORTHY	261.03	05/18/17
88048	356 PITNEY BOWES, INC.	1930.59	05/18/17
88049	1051 POET ETHANOL PRODUCTS, LLC	3153.70	05/18/17
88050	357 POLAR REFRIGERATION, INC.	429.81	05/18/17
88051	3015 POSITIVE PROMOTIONS INC	548.88	05/18/17
88052	377 POWERPLAN OIB	271.52	05/18/17
88053	2162 PRAXAIR DISTRIBUTION INC.	554.92	05/18/17
88054	362 PRO SAFE SERVICES, INC	84.00	05/18/17
88055	367 QUILL CORPORATION	720.62	05/18/17
88056	999998 RACHEL K. LAQUA	692.93	05/18/17
88057	2688 RECORD KEEPERS LLC	16.00	05/18/17

88058	2922 RED ROCK FORD	444.00	05/18/17
88059	390 RICHARD A. JOHNSON	3235.65	05/18/17
88060	1274 SAFEGUARD BUSINESS SYSTEMS	550.51	05/18/17
88061	407 SALEM PRESS % GREY HOUSE PUBLISHI	182.52	05/18/17
88062	409 SANITATION PRODUCTS	1529.56	05/18/17
88063	3195 Sew	185.00	05/18/17
88064	669 SHIRT WORX	122.43	05/18/17
88065	2292 SIMPLEX	579.00	05/18/17
88066	2477 SNAP ON TOOLS	599.85	05/18/17
88067	438 STREICHER'S	381.39	05/18/17
88068	1514 TEI LANDMARK AUDIO	119.94	05/18/17
88069	447 THE SHOPPER	1150.00	05/18/17
88070	3072 TRACTOR & EQUIPMENT CO.	3792.79	05/18/17
88071	463 TRIANGLE ELECTRIC	877.61	05/18/17
88072	2781 TRILLION AVIATION	2000.00	05/18/17
88073	1610 ULTEIG	17500.00	05/18/17
88074	750 UPS	6.90	05/18/17
88075	485 VESSCO, INC.	766.02	05/18/17
88076	489 VISA	904.07	05/18/17
88077	2779 VWR INTERNATIONAL LLC	200.84	05/18/17
88078	1249 WASTE NOT RECYCLING LLC	2916.00	05/18/17
88079	2827 WAUSAU EQUIPMENT COM.	288.02	05/18/17
88080	1931 WAYNE NICKS	1304.63	05/18/17
88081	2528 WD & J PROPERTIES, LLC	10250.00	05/18/17
88082	501 WESTERN VET CLINIC	124.15	05/18/17
88083	531 WILLIAMS COUNTY AUDITOR	8026.88	05/18/17
88084	648 WILLIAMS COUNTY SHERIFF'S OFFICE	177.00	05/18/17
88085	3129 Williams Plumbing and Heating	26023.64	05/18/17
88086	514 WILLISTON COMMUNITY LIBRARY	115.08	05/18/17
88087	1878 WILLISTON CONVENTION & VISITOR BU	3059.10	05/18/17
88088	517 WILLISTON FIRE & SAFETY	28.00	05/18/17
88089	518 WILLISTON HERALD	677.18	05/18/17
88090	3183 Williston Parks & Rec Foundation	3000.00	05/18/17
88091	522 WILLISTON PD PETTY CASH	306.53	05/18/17
88092	2299 WILLISTON REGIONAL ECONOMIC DEVEL	100000.00	05/18/17
88093	527 WILLISTON VOLUNTEER	1000.00	05/18/17
88094	1009 WINDSHIELD DOCTOR	45.00	05/18/17
88095	2192 ZUERCHER TECHNOLOGIES, LLC	33261.17	05/18/17

Total Claims: \$1,127,556.31

Total Payroll: \$1,166,822.08

Grand Total: \$2,294,378.39

# of Checks: 543

- 2) Business License
  - a. Bill's Back 40 – Tobacco
  - b. Williston Fuel Plaza – Tobacco (2 Locations)
  - c. Mountrail Williams Electric – Bulk Storage (2 locations)
  - d. 11 Bravo Property Services LLC – Arborist

- e. *Simon the Cab Dude – Add Vehicle*
- C. Building Official
  - 1) Master Plumber
    - a. Loree Olsen – Aqua Plumbing  
Journeyman Plumber
    - a. Michael Hawthorn – Aqua Plumbing  
Fuel and Gas Installer
    - a. Michael Hawthorn – Aqua Plumbing  
Water Sewer Installer
    - a. Russell Gohl – Base Utilities
- D. City Planner
  - 1) Williams Rural Water application for Marion’s Subdivision, eleven lots located in the SW1/4 NW1/4 Sec. 34, T155N, R101W, Madison Ridge Township – 108 Lakeview Dr. LLC/Fred Stelter
  - 2) Request for a public hearing at the June 13, 2017, City Commission meeting to consider a rezone of west corridor properties to HCC: Highway Corridor Commercial - Staff
  - 3) Request for a public hearing at the June 13, 2017, City Commission meeting to consider a rezone from County Commercial to City Agriculture for of a tract of land belonging to Bill and Karen Novak in Lot 5, Sec. 30, T154N, R101W, lying within the City’s extra-territorial jurisdiction- Staff
- E. Authorization to Bid
  - 1) *2017 Street Striping Project*
  - 2) *2017 Forestry Improvements Project*
- F. Assessor
  - 1) Abatement
  - 2) Exemptions
- G. City Engineer
  - A. Authorization for After Hours Work – Main Street Reconstruction Project

**Motion by Cymabaluk, Seconded by Brostuen to approve the Consent Agenda for May 23, 2017 as presented.**

**UNANIMOUS BY VOICE VOTE**

### 3. Public Hearings

Rachel Laqua, Planning and Zoning, presented the following:

- A. Proposed Ordinance 1058 Pertaining to Small Cellular Communications Towers in the City of Williston – Staff

This is a public hearing for proposed Ordinance 1058. This ordinance amends, consolidates and updates Ordinance 912, which is the ordinance which regulates cell towers within the City and ETJ. As technology has changed, the ordinance has not been able to meet modern needs of cell technology, specifically, small cell and distributed antenna systems (DAS). Small cell and distributed antenna systems provide backup capacity to neighborhoods when macrocell towers become overloaded. In particular, these are useful around large gathering spots such as schools, hospitals, and sporting centers. However, due to their size and inherent need to be placed around people, the regulations in Ordinance 912 which are directed toward macrocell towers end up prohibiting the use of small cells. This ordinance update creates a set of regulations

specifically addressing small cell and DAS, and brings the ordinance up to date with all FCC and state regulations.

The ordinance particularly focuses on regulating the form and design of said small cell and DAS. By nature, they are visible and will be placed in high traffic areas. The ordinance lays out preferred locations for small cells, ranking locations in order of preference (for example, the most preferable is “on an existing structure in a commercial or industrial zone” and the least preferable is “on a new stealth designed structure in a public right of way in a residential zone”). In addition, the ordinance highly incentivizes the addition of small cell and DAS to the community in a way that allows such systems to integrate into the landscape. Small cell and DAS are essential to ensuring that Williston is open to new, modern technology. However, these systems also need to be acceptable to community members.

To that end, the ordinance creates a faster, administrative process for small cell and DAS applications which propose a location on an existing structure on public or private property, or on a stealth designed (in most cases, a light pole) new structure in a City right of way, while requiring small cell and DAS applications that incorporate a new structure on private property or a non-stealth new pole in a right of way to go through the standard special use permit process.

In either circumstance, there is a notification period to any surrounding owners. The ordinance also forms an administrative review committee to examine any administrative applications.

The ordinance lays out all of the application requirements for small cell, DAS and macrocell applications with all required information and all appropriate FCC required timelines. Macrocell towers are still required to go through the special permitted use process, and regulations for macrocell towers have not been changed.

This ordinance came out of a committee formed as a company called Dakota Carrier Network began looking to deploy small cell and DAS around the state. The committee was formed by the Mayor to look at whether Ordinance 912 was capable of handling such requests. The committee also retained River Oaks Communication to help draft this ordinance. With River Oaks, the committee held multiple focus group meetings at the end of November 2016 as well as a public meeting at the ARC. The public hearing for this ordinance has been properly advertised.

This ordinance has been reviewed and commented on by Verizon and AT&T, and the committee working on this ordinance has spoken with them. The ordinance as presented has no remaining comments from either company.

During the development of this ordinance, the committee also received a series of applications from Verizon and Dakota Carrier Network to put up 7 small cell systems in two sites – one near Bakken Elementary, and one near the airport. These were able to be reviewed under Ordinance 912 because they were located in the right of way, where they could be considered a permitted use. The applications followed the process laid out in this ordinance, including surrounding owner notification. They received no negative public comment and have subsequently been approved with several contingencies.

There remains discussion regarding the notification boundaries – the cell companies have stated that the 1,000 and 300 ft. radii are too large for systems that generally don't reach more than 300 feet. This can be changed if the Commission feels the need to; however, the Planning and Zoning Commission did not see a need.

Included in the Commission Information Packet is a draft of Ordinance 1058, as well as, a Right of Way agreement. There is also a fee resolution update that will need to be approved.

Discussion held regarding the notification requirements and the number of residents effected.

Mayor Klug opened the public hearing for public comment on Ordinance 1058. Mayor Klug repeated his request for public comment two additional times. Hearing no response, Mayor Klug declared the hearing closed.

**Motion by Cymbaluk, Seconded by Brostuen to approve the first reading of Ordinance 1058 as presented.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

4. Bid Openings

Bob Hanson, City Engineer, presented the following two items:

A. Bid Award for Street Improvement District 17-2 – PermEnzyme Project

Bids for the construction of Street Improvement District 17-3 were opened on Thursday, May 18, 2017 with the following results:

	<i>General</i>	<i>Area 1 84th Street</i>	<i>Area 2 27th Ave E</i>	<i>Area 3 48th Ave W</i>	<i>Total</i>
<b>JMAC</b>	<b>\$125,011.00</b>	<b>\$64,496.78</b>	<b>\$158,934.22</b>	<b>\$258,704.80</b>	<b>\$607,146.80</b>
Teraflex	\$95,500.00	\$83,489.32	\$192,447.11	\$314,875.45	\$686,31.188
Selland Construction	\$111,800.00	\$80,389.40	\$190,582.60	\$310,064.00	\$692,836.00
Northern Improvement	\$92,660.00	\$87,091.20	\$222,354.40	\$341,230.80	\$743,336.40
Knife River	\$90,174.02	\$91,494.10	\$217,556.00	\$344,967.90	\$744,192.02
Engineer's Estimate	\$144,100.00	\$83,156.00	\$206,322.00	\$350,292.00	\$783,870.00

JMAC Resources submitted the lowest bid of \$607,146.80. The engineer's final design construction estimate was \$783,870.00. An Abstract of the bids is included in the Commission Information Packet.

The City Engineer's office recommends the award of a contract to JMAC Resources in the amount of \$607,146.80 for the construction of Street Improvement District 17-3.

**Motion by Piesik, Seconded by Cymbaluk to award contract to JMAC Resources in the amount of \$607,146.80 for Street Improvement District 17-3.**

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

**NAY:  
 ABSENT AND NOT VOTING:  
 CARRIES: 5-0**

- B. Bid Award for Street Improvement Project #269 – Granite Peak Subdivision Sump Pump Drains

This project is a hold-over from last year for the Granite Peak Subdivision. Bids for the construction of Street Improvement Project #269 were opened on Thursday, May 18, 2017 with the following results:

	<i>Alt A-Boring</i>	<i>Alt B-Open Cut</i>
<b>Teraflex</b>	<b>\$744,955.00</b>	<b>\$577,229.00</b>
Wagner	No Bid	\$764,281.00

Alternate A contemplates boring the drain pipes into place which would reduce the amount of disturbance in the boulevards. Alternate B contemplates installing the drain pipes in open cut trenches along the boulevards.

Teraflex submitted the lowest bid of \$744,955.00 for Alternate A and \$577,229.00 for Alternate B. The engineer's final design construction estimate was \$870,000.00. An Abstract of the bids received is included in the Commission Information Packet.

The City Engineer's office recommends the award of a contract to Teraflex in the amount of \$744,955.00 for the construction of Alternate A of the Street Improvement Project #269.

Discussion held regarding the water drainage issues in this area. Discussion also held regarding this scope of work vs. the original scope of work from last year and freezing issues.

**Motion by Cymbaluk, Seconded by Brostuen to award contract to Teraflex in the amount of \$744,955.00 for the construction of Alternate A of the Street Improvement Project #269 as presented.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

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

Josephine Ching, Planning and Zoning, presented the following:

- A. Proposed Ordinance 1062 Amending Ordinance 1028 Adding the Highway Corridor Commercial – Staff (Second Reading)

This is the second reading of Ordinance 1062, amending Ordinance 1028, which regulates signs, to add the Highway Commercial Corridor (HCC) Zoning District to the sign ordinance.



Staff presented the first reading and public hearing to the City Commission on May 9th, 2017. At the first reading, City Commissioners had a question regarding the timeline when the property owners are notified that they have a noncompliant sign. Planning staff replied that this process goes through the standard procedure from Code Enforcement where a letter is sent to the property owner and allows a couple of weeks for the sign to come into compliance.

Recommendation is to approve the second reading of Ordinance 1062, amending Ordinance 1028, by adding the Highway Commercial Corridor (HCC) zoning district to the sign ordinance.

**Motion by Brostuen, Seconded by Cymbaluk to approve the second reading of Ordinance 1062, amending Ordinance 1028, by adding the Highway Commercial Corridor (HCC) zoning district to the sign ordinance.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

Taylor Olsen, City Attorney's office, presented the following three items:

- B. Proposed Ordinance 1057 Prohibiting the Use of Wireless Communications Device While Driving a Motor Vehicle (First Reading)

This ordinance was drafted by the City Attorney's office, on behalf of the Williston Police Department, regarding the use of wireless communication devices while driving a motor vehicle. The language of this ordinance has been taken word for word from NDCC 39-08-23 and NDCC 39-08-24 and includes a penalty provision. This is done so that fines associated from violations of the ordinance stay with the City and do not have to be cited through District Court.

Discussion held regarding the definition of "use" and that Ordinance 1057 and the NDCC does include talking on a wireless device as a violation.

**Motion by Cymbaluk, Seconded by Brostuen to approve the first reading of Ordinance 1057 Prohibiting the Use of Wireless Communications Device While Driving a Motor Vehicle as presented.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

- C. Proposed Ordinance 1063 Governing Airport Parking for Sloulin Field International Airport (First Reading)

This ordinance was drafted by the City Attorney's office, on behalf of the Sloulin Field International Airport, regarding an amendment of Article II of Chapter 2.5 of the Williston Code of Ordinances governing airport parking. The City entered into an agreement dated September 27, 2016 outsourcing the general operation and management of parking of motor vehicles at parking facilities servicing the Sloulin Field International Airport. This ordinance will codify the agreement entered into by the City Commission to

allow proper enforcement. The ordinance also provides a penalty provision. There will also be a resolution under the Agenda Item 9C1 to adopt fees for short and long term parking.

Discussion held regarding the definition of a large commercial vehicle.

**Motion by Cymbaluk, Seconded by Brostuen to approve the first reading of Ordinance 1063 Governing Airport Parking for Sloulin Field International Airport with the definition of commercial vehicle to be provided by legal counsel.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

D. Proposed Ordinance 1064 Imposing a Victim Impact Fee upon Conviction of a Criminal Offense (First Reading)

This ordinance was drafted by the City Attorney's office, amending Ordinance 790 which provided for a victim impact fee on municipal cases which imposed imprisonment. Currently, Ordinance 790 states the municipal court would collect a victim impact fee of \$25.00 and could send the fee to a) a private, non-profit domestic violence/sexual assault program, or b) a victim/witness assistance program. The State of North Dakota enacted House Bill 1003 which added a subsection allowing a third option for the victim impact fee to be sent to the statewide automated victim information and notification system. This ordinance will adopt the third option provided by HB 1003 and bring the City into compliance with Marsy's Law.

Discussion held regarding how the municipal court decides where to send the fee and if the type of case has any merit on that decision.

**Motion by Cymbaluk, Seconded by Brostuen to approve the first reading of Ordinance 1064 Imposing a Victim Impact Fee upon Conviction of a Criminal Offense as presented.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

7. Petitions, Communications and Remonstrance's

John Kautzman, City Auditor, presented the following two items:

A. Street Closure Request – Williston Downtowners Summer Nights On Main – 7/6-8/24

The annual Summer Nights on Main, sponsored by the Downtowners Association will go from July 6th through August 24th, on Thursdays from 1 pm to 9 pm. The request is submitted with a simultaneous temporary Civic Event Permit which is being circulated for signatures.

B. Street Closure Request – Williston Downtowners Crazy Night – 6/29

In conjunction with Summer Nights on Main, the Downtowners Association is requesting an added time of street closure from 6 am to 9 pm for their Crazy Night event, on June 29th.

**Motion by Cymbaluk, Seconded by Brostuen to approve the Street Closure Requests from the Williston Downtowners for the annual Summer Nights on Main and the Crazy Night event as presented.**

**UNANIMOUS BY VOICE VOTE**

8. Report of Commissioners
  - A. President of the Board
  - B. Vice-President; Finance Commissioner
  - C. Street and Improvement, Sanitation, Cemetery and Public Works Commissioner

Commissioner Cymbaluk presented the following:

- D. Fire, Police and Ambulance Commissioner
  - 1) City Sales Tax Extension – Vote Date and Ballot Language

A special Sales Tax Extension Committee has been formed and meeting regularly. The committee is requesting a special vote be held October 10, 2017 at the Williston Area Recreational Center from 9:00am to 7:00pm to extend the current 1% sales tax an additional ten years to June 2030. Proposed ballot language has been included in the Commission Information Packet.

**Motion by Cymbaluk, Seconded by Brostuen to approve a special vote be held October 10, 2017 at the Williston Area Recreational Center from 9:00am to 7:00pm.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

Commissioner Brostuen and David Tuan, City Administrator presented the following four items:

- E. Water Works, Sewer, Airport, Building and Planning Commissioner
  - 1) XWA Program Coordination Scope of Work

Program Coordination effort is the project management team for the Airport project and is intended to align the different contractors, consultants, engineers and the construction management team with schedules and priorities. Due to the complex nature of the Airport project, it is recommended that this effort be completed in small phases and this initial scope of work covers through December 2017. A detailed scope of work is included in the Commission Information Packet.

The next steps regarding this scope of work include:

- Approval by the City Commission
- Review and approval by the FAA
- Final contract, contingent upon final review by the City Attorney

The City Administrator's office recommends approval of the Program Coordination Scope of Work, contingent upon review and approval from the FAA and the contract to be review by legal counsel.

City Administrator Tuan added this is a coordinated effort between the Program Coordination Team, Uteig and AE2S, and are available for questions.

Discussion held regarding the responsibilities and the relationships between the project members, including engineering, finance and communications covered in the scope of work.

**Motion by Brostuen, Seconded by Cymbaluk to approval of the Program Coordination Scope of Work, contingent upon review and approval from the FAA and contract review by legal counsel.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

2) XWA CA/CO Services Concurrence of Award

On April 11, 2017, the City Commission approved the advertisement of an RFQ for Construction Administration and Construction Observation (CA/CO) Services for the Airport project. In response to the RFQ, the City received proposals from three firms interested in completing CA/CO services for the construction contracts currently in place, including, the Road Reroute, Site Grading and Terminal Surcharge Projects.

Each proposal was reviewed by a selection committee, consisting of City Administrator David Tuan, Commissioner Brostuan, Airport Director Anthony Dudas, City Engineer Bob Hanson, and Rick Skumavc from Cardon Global. Included in the Commission Information Packet is a scoring summary of each firm. Based on the scoring matrix, Uteig Engineering was the clear choice.

The selection committee asks for concurrence of award to Uteig Engineering for XWA CA/CO Services.

**Motion by Brostuen, Seconded by Piesik to approval of the concurrence of award to Uteig Engineering for XWA CA/CO Services.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

3) XWA Site Grading Change Order #1

This is Change Order #1 for the Site Grading Project from Martin Construction. These changes include added fencing due to the discovery of cultural sites, as required.

The City Administrator's office recommends approval of Change Order #1 from Martin Construction for the XWA Site Grading Project in the amount of \$246,131.44.

**Motion by Brostuen, Seconded by Cymbaluk to approve as requested Change Order #1 from Martin Construction for the XWA Site Grading Project in the amount of \$246,131.44..**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

4) XWA Surcharge Change Order #1

This is Change Order #1 for the Surcharge Project from Rachel Contracting. Due to accelerated timeline, the mobilization costs were revised, as well as, items relating to the Terminal Access Road.

The City Administrator's office recommends approval of Change Order #1 from Rachel Contracting for the XWA Surcharge Project in the amount of \$216,136.15.

**Motion by Piesik, Seconded by Cymbaluk to approve of Change Order #1 from Rachel Contracting for the XWA Surcharge Project in the amount of \$216,136.15.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

9. Report of Department Heads

David Tuan, City Administrator presented the following:

- A. City Administrator  
1) USDA Loan Application

The City is pursuing a low interest loan through the USDA for certain elements of the Airport project. This could be upwards of \$5,000,000.00 at a low rate. The deadline to submit the application is at the end of this month. Once the application is submitted, the USDA will review and make a decision with 30-60 days.

The City Administrator's office requests the Commission authorize the Mayor to sign the USDA Loan Application in order to submit the application to the USDA.

**Motion by Cymbaluk, Seconded by Brostuen to authorize the Mayor to sign the USDA Loan Application as presented.**

**UNANIMOUS BY VOICE VOTE**

Bob Moberg, Program Manager with AE2S, presented the following:

- 2) Program Management Update

This is an update on the Program Management Task Order #10. The Program Management Committee is continuing its effort to work on the following initiatives:

**INFORMATION TECHNOLOGY ADMINISTRATION:**

The City Administrator will be scheduling a meeting with the IT Services Committee, consisting of City and County Commissioners and selected staff, in the near future to discuss a draft IT services agreement prepared by Elert & Associates. An IT Users Group, created for City staff in 2016, has not met since last October. The group is scheduled to resume meeting monthly as of May 19th.

**CITY BRANDING:**

AE2S has finalized four options for updating City logos and a small group of City Commissioners and staff has reviewed the options. It is anticipated a final selection will be made in the next two weeks. This effort is being coordinated with the City's website redesign initiative.

**2017 CAPITAL IMPROVEMENT:**

The AE2S Program Manager worked with the Director of Public Works, City Engineer, and other Engineering department staff to prioritize, schedule and track delivery of a list of capital improvement projects for 2017. To date, construction contracts have been awarded for four of the projects. Two additional contracts were awarded under Agenda Item 4, and a bid opening date has been set for one other project.

**911 PROGRAM ADMINISTRATION:**

A meeting was held with department heads to discuss the idea of transitioning administration of the 911 program to another entity. There is broad support from the department heads for transitioning the program. The City Administrator will be scheduling a meeting with key City and County Commissioners to discuss the issue further.

**STAFF ADDITIONS:**

The Human Resources Director position has been filled and Chery Pierzina started on May 8th.

**SALES TAX REFERENDUM:**

A sales tax referendum vote has been scheduled for the October 10, 2017. In anticipation of the planned election, an overall schedule is being developed, a "Vote Yes" committee is getting organized, and specific messaging is being created.

**BUILDING SECURITY SYSTEMS:**

The Steering Committee discussed the need to standardize building security systems in all City facilities. City staff has started to assess the systems being used in various buildings.

John Kautzman, City Auditor, presented the following three items:

- B. City Auditor

1) Alcoholic Beverages – Proposed “Receiver” Process (Grand Williston Hotel)

The Grand Williston Hotel is working on an arrangement where the business will be put under the control of a receiver. The business is the holder of an alcoholic beverage license. The proposed receiver has asked what the process would be in Williston to ensure the business can continue to operate under the license while in a receivership. In other cities that have had similar projects, the receiver notifies the city in writing of the appointment of a receiver and provides a personal information statement as required and a copy of the court’s order appointing the receiver. The receiver is added to the license after the necessary background checks are complete. Once the city has that in place, the state requires a similar process for the state license. The requestor is asking the City to advise if this is the process in Williston or if there would be a different procedure.

The Order Appointing Receiver and the corresponding City of Williston Notification of New Manager/Receiver are included in the Commission Information Packet for review.

The City Auditor’s office and the City Attorney’s office have reviewed the request and concur with the above process. The City Auditor’s requests authorization to accept the receiver for the Grand Williston Hotel as holder of the existing alcoholic beverage license and shall operate under the parameters of the license.

**Motion by Cymabaluk, Seconded by Brostuen to authorize the City Auditor to accept the receiver for the Grand Williston Hotel as holder of the existing alcoholic beverage license and shall operate under the parameters of the license.**

**UNANIMOUS BY VOICE VOTE**

2) BND – XWA Preliminary Terms for Non-Revolver Line of Credit

Included in the Commission Information Packet is a copy of the Preliminary Term Sheet from the Bank of North Dakota regarding the XWA Non-Revolver Line of Credit. As stated in the Terms, this is not a commitment to lend; rather it is a summary of terms the Bank will attempt to secure for the City. This would also have to be reviewed by the Industrial Commission should the City Commission wish to move forward.

The City Auditor’s office requests approval to proceed with a \$60,000,000.00 non-revolving line of credit from the Bank of North Dakota for the construction of the XWA Williston Basin Airport project.

Discussion regarding the maximum interest rate and the additional steps required to complete.

**Motion by Cymabaluk, Seconded by Piesik to approve the City Auditor’s office to proceed with a \$60,000,000.00 non-revolving line of credit from the Bank of North Dakota for the construction of the XWA Williston Basin Airport project.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

## 3) Mercy Medical Center – City Host Approval – COHFA Bonds

Last year, the City assisted in holding a public hearing and passing a Commission resolution for certain tax-exempt bonds to be issued for CHI/Mercy. They were unable to complete the financing that was the subject of that approval within the one year time frame in order for the hearing and approval to remain valid.

CHI/Mercy is now requesting assistance in holding a new hearing and new resolution passed at the June 13th meeting.

A copy of Resolution 16-041, used last year, is included in the Commission Information Packet for review. The pertinent minutes of the June 28, 2016 Commission meeting are as follows:

“Jessica Zaiger, on behalf of Mercy Medical Center, explained the Commission is being asked to hold a public hearing and give an approval for federal income tax purposes related to an issuance of tax exempt bonds to the Colorado Health Facilities Authority. A portion of the proceeds of those bonds are expected to be applied within the city at Mercy Medical Center for various capital projects, including an addition featuring an outpatient service center and birth place.

Because a portion of the proceeds are expected to be applied within the City, the federal income tax code requires approval of the elected officials in the local jurisdiction. The purpose of the public hearing is to take any comments prior to the City Commission giving that approval and the resolution providing evidence of that approval. The paperwork has been reviewed by the City Bond Attorney and he had no issues nor does the City have any liability of the bonds.”

Also included in the Commission Information Packet is a copy of Resolution 12-09-1980 that establishes fees to cover city administrative expenses with regard to issuing such bonds. Should the Commission approve this issuance, it would be appropriate to apply these fees.

Discussion held confirming there is no risk to the City.

**Motion by Cymbaluk, Seconded by Brostuen to advertise for a public bond hearing for the COHFA Bond Issue for CHI/Mercy Medical Center on June 13, 2017, contingent upon notice requirements.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

Taylor Olsen, City Attorney's office, presented the following:

C. Attorney



- 1) Resolution 17-027 Adopting Fees for Short and Long Term Parking for Sloulin Field International Airport

This item will be tabled until the second reading of Ordinance 1063 on June 13, 2017.

**Motion by Cymbaluk, Seconded by Brostuen to table.  
UNANIMOUS BY VOICE VOTE**

- D. Director of Public Works
- E. City Engineer
  - 1) Oasis Petroleum Easements – Waste Water Plant & Pistol Range

Oasis Petroleum is planning to extend their oil & gas gathering system from their existing oil well pad south of the Midway Bar to the east along the south side of the railroad tracks to a new well pad to be developed between the Pistol Range and the new Waste Water Treatment Plant and then continuing east along the south side of the rail road tracks to a future well pad to be located east of 12th Avenue.

Oasis is requesting easements from the City to install the pipelines beneath the Pistol Range and along the north edge of the new Waste Water Treatment Plant site.

The pipelines would be installed beneath the Pistol Range by directional boring methods. Police Chief Peterson has been contacted and has no objection to this method of construction. Public Works has also been contacted and has no objection to the installation of the pipelines along the north edge of the new Waste Water Treatment Plant site.

Copies of the requested easements and drawings showing the proposed pipeline routes are included in the Commission Information Packet.

The City Engineer's office recommends granting Oasis Petroleum the easements necessary to accommodate the extension of their gathering system pipelines as presented.

Discussion held regarding a discrepancy in measurements listed in the easement agreement and the need to clarify with Oasis prior to signing.

**Motion by Cymbaluk, Seconded by Brostuen to approve the Easement Agreement with Oasis Petroleum, with clarification of the 50'-75' description in the first paragraph.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

- 2) Box Culvert Change Order – US Hwy 2-32<sup>nd</sup> Ave W to 11<sup>th</sup> Street

The original plans for the above referenced project called for a Box Culvert to be installed perpendicularly across Front Street. BNSF, as a permit condition, demanded that this Box Culvert diagonally cross Front Street to discharge

towards their trestle as opposed to the originally planned discharge into their drainage ditch. The diagonal crossing increases the length of the box culvert by 55 feet.

This is a NDDOT administrated project and in their record keeping system the change in the box culvert alignment has generated the following three change orders:

Change Order #1: This change order in the increased amount of \$7,673.51 accounts for some miscellaneous quantity changes resulting from the realignment of the box culvert. This cost increase is borne entirely by NDDOT.

Change Order #2: This change order in the decreased amount of \$24,851.63 accounts for the deletion of ditch work downstream of the original alignment of the box culvert. This cost decrease is entirely to benefit of the City as we are paying for the project's drainage improvements south of US Highway 2.

Change Order #3: This change order in the increased amount of \$304,457.30 accounts for the additional 55 feet of box culvert required by its new diagonal alignment. This cost increase is borne entirely by the City. This change order also adds 6 days to the contractor's completion date.

Copies of these change orders are included in the Commission Information Packet.

These change orders increase the City's costs by \$279,505.67. 40% of this cost increase would be cover by a State Water Commission Cost Share Grant.

These changes are a component of the West Williston Drainage Project which remains well within its budget.

**Motion by Piesik, Seconded by Brostuen to approve Change Orders #1, 2, 3 to the US Hwy 2-32nd Ave W to 11th Street Project as presented.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

F. Fire Chief

Chief David Peterson presented the following:

G. Chief of Police

1) *Request for Proposal – Wrecker Fees*

*Request for proposals were opened on May 5, 2017 at the Williston Police Department. Three proposals were submitted. Degenstein's Auto Plus submitted a proposal of \$125 for towing up to 10,000 pounds. Degenstein's Auto has been providing 24 hour 7 days a week service to the City of Williston for approximately 2 ½ years. The City Attorney will be completing a current contract. The Police Department recommends awarding the request for proposal to Degenstein's Auto.*

**Motion by Cymbaluk, Seconded by Piesik to approve the contract award to Degenstein's Auto as presented.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

- H. Building Official
- I. City Planner
- J. Economic Development
- K. Airport
- L. Assessor
- M. Convention and Visitor's Bureau
- 10. Appointments and Consultations with Officers
- 11. Unfinished Business

David Tuan, City Administrator, presented the following:

- A. XWA Tribal Coordination Contract

The Tribal Coordination effort includes the coordination of tribal representatives each day for the duration of 2017 as the top twelve inches of soil is excavated as is required on a federal project.

The XWA Tribal Coordination Services contract has been finalized with Ulteig in the amount of \$3,310,997.00.

City Administrator Tuan added that the FAA will use the work being done on the XWA project as a model for future tribal coordination projects across the country.

**Motion by Brostuen, Seconded by Cymbaluk to approve the XWA Tribal Coordination contract with Ulteig in the amount of \$3,310,997.00.**

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

**NAY:**

**ABSENT AND NOT VOTING:**

**CARRIES: 5-0**

- 12. New Business
- 13. Executive Session
- 14. Adjourn

**Motion by Cymbaluk, Seconded by Brostuen to adjourn.**

**UNANIMOUS BY VOICE VOTE**