

**Official Proceedings
Board of City Commissioners
December 12, 2017 - 6:00 pm
City Hall – Williston, North Dakota**

1. Roll Call of Commissioners

COMMISSIONERS PRESENT: Tate Cymbaluk, Chris Brostuen, Brad Bekkedahl and Howard Klug.

COMMISSIONERS ABSENT: Deanette Piesik

OTHERS PRESENT: John Kautzman, Shawn Wenko, Bob Hanson, Anthony Dudas, Dave Bell, Kent Jarik, Jason Catrambone, David Tuan, Amy Kruger, Chery Pierzina, Kelly Aberle, Rachel Laqua, Jeremy Miller, Amy Nickoloff, Lynn Wallace and Tim Marco (via phone).

Mayor Klug presented a quorum.

CHANGES TO AGENDA:

Move 9B1 to right after consent agenda
Move 3A to 9I1
Remove 9J2.

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

2. Consent Agenda

- A. Reading and Approval of Minutes
 - 1) Regular Meeting Dated: November 28, 2017
- B. Auditor
 - 1) Accounts, Claims and Bills

For checks between: 11/23/17 - 12/07/17

Check #	Vendor/Employee/Payee Number/Name	Check Amount	Date Issued
-48174	WEAPON CITY OF WILLISTON	829.22	11/30/17
91539	19 AMERICAN STATE BANK	1066309.11	11/27/17
91540	2099 WILLIAMS PLUMBING, HEATING & UTIL	27041.47	11/27/17
91541	2309 RICE LAKE CONSTRUCTION GROUP	2231360.15	11/27/17
91542	252 MIDCONTINENT COMMUNICATIONS	524.25	11/27/17
91543	267 MOUNTRAIL-WILLIAMS REC	554.93	11/27/17
91544	303 ND POST BOARD	135.00	11/27/17
91545	3252 MARLIN BUSINESS BANK	61598.58	11/28/17
91546	PERS NORTH DAKOTA PUBLIC EMPL	205000.89	11/28/17
91547	APARTMENT - REN RENAISSANCE ON MAIN	854.87	11/28/17
91548	DEF COMP PERS1 NORTH DAKOTA PUBLIC EMPL	2990.00	11/28/17
91549	673 CLERK OF DISTRICT COURT	750.00	11/29/17

91550	673 CLERK OF DISTRICT COURT	750.00	11/29/17
91551	999999 AUSTIN OLSON	20.00	11/29/17
91552	999999 KALEB INGRAHAM	50.00	11/29/17
91553	3044 Christ Scheen	810.00	11/29/17
91554	1477 MEG-A-LATTE COFFEE HOUSE	10000.00	11/29/17
91555	320 NEMONT	22581.91	11/29/17
91556	470 US POSTAL SERVICE	1434.36	11/29/17
91557	3042 Kyle Rosslund	1101.75	11/29/17
91558	1494 NORTH DAKOTA INSURANCE DEPARTMENT	360.00	11/29/17
91559	3367 Sterlington Medical	24579.00	11/29/17
91560	3368 Chris Mahoney	30.00	11/29/17
91561	3369 Vanner Inc.	339.66	11/29/17
91562	2931 John Hoskins	166.23	11/29/17
91563	2859 CHI St. Alexius	496.00	11/29/17
91564	488 VISA	298.95	11/29/17
91565	488 VISA	860.84	11/29/17
91566	488 VISA	171.63	11/29/17
91567	488 VISA	133.90	11/29/17
91568	488 VISA	1400.35	11/29/17
91569	488 VISA	204.75	11/29/17
91570	487 VISA	1719.99	11/29/17
91571	35 BANK OF NORTH DAKOTA	59166.66	11/29/17
91572	1716 WILLIAMS SCOTSMAN, INC.	2189.55	11/30/17
91573	128 FAMILY CRISIS SHELTER	1180.94	11/30/17
91574	AFLAC AMERICAN FAMILY LIFE ASS	3939.65	11/30/17
91575	AVESIS AVESIS	1868.22	11/30/17
91576	MEDICO LIFE MEDICO LIFE AND HEALTH I	1899.46	11/30/17
91577	USABLE USABLE	138.40	11/30/17
91578	PERS SERVICE CR NORTH DAKOTA PUBLIC EMPL	250.00	11/30/17
91579	1032 FRONTIER MUSEUM	10520.00	11/30/17
91580	243 MONTANA DAKOTA UTILITIES	57752.60	11/30/17
91581	267 MOUNTRAIL-WILLIAMS REC	5566.51	11/30/17
91582	3352 HWY 7 LAND, LP	145072.50	12/05/17
91583	999999 DANIELLE ZIGAN	150.00	12/05/17
91584	999999 KAITLIN FULLER	900.00	12/05/17
91585	999999 HUNTER KOCH	500.00	12/05/17
91586	999999 WAL-MART RESTITUTION RECOVERY	100.00	12/05/17
91587	673 CLERK OF DISTRICT COURT	350.00	12/05/17
91588	673 CLERK OF DISTRICT COURT	200.00	12/05/17
91589	673 CLERK OF DISTRICT COURT	750.00	12/05/17
91590	673 CLERK OF DISTRICT COURT	350.00	12/05/17
91591	999999 ELIZABETH ROGERS	750.00	12/05/17
91592	999999 CHELSEA RIDGE	1000.00	12/05/17
91593	999999 TYLER DUNLAP	1150.00	12/05/17
91594	999999 KEVIN ANDERSON	50.00	12/05/17
91595	ND HEALTH ND PUBLIC EMPLOYEES RETI	263448.52	12/05/17
91596	252 MIDCONTINENT COMMUNICATIONS	65.00	12/05/17
91597	2118 VISA	1161.82	12/06/17
91598	2685 MENARDS	748.17	12/06/17

91599	Check not processed in this period	0.00	/ /
91600	Check not processed in this period	0.00	/ /
91601	Check not processed in this period	0.00	/ /
91602	Check not processed in this period	0.00	/ /
91603	Check not processed in this period	0.00	/ /
91604	Check not processed in this period	0.00	/ /
91605	APARTMENT DAKOT VALLEY RENTAL - DAKOTA	2400.00	12/07/17
91606	1220 3D SPECIALTIES	522.00	12/07/17
91607	1853 A & A LANDSCAPE AND MAINTENANCE L	120.00	12/07/17
91608	1056 A & F ELECTRIC INC	5004.55	12/07/17
91609	526 ACE HARDWARE & FLOORING	713.16	12/07/17
91610	3 ADVANCED ENGINEERING &	185332.62	12/07/17
91611	1230 AFFORDABLE TOWING	125.00	12/07/17
91612	4 AGRI INDUSTRIES, INC.	148.40	12/07/17
91613	3232 AIRGAS ON-SITE SAFETY SERVICES	120.00	12/07/17
91614	2578 AIRSIDE SOLUTIONS, INC	114.44	12/07/17
91615	8 ALL SEASONS SPORT ABOUT, INC	15.00	12/07/17
91616	2621 ALLSTATE PETERBILT GROUP	133.22	12/07/17
91617	999998 ALYSSA WIEDRICH	10.80	12/07/17
91618	3004 AMERICAN WELDING & GAS	4663.31	12/07/17
91619	718 AMERIPRIDE LINEN AND APPAREL SERV	1204.39	12/07/17
91620	3372 Arch Ellwein	1100.00	12/07/17
91621	2848 AT&T MOBILITY	80.22	12/07/17
91622	3267 AUTO VALUE	132.17	12/07/17
91623	3343 AXON ENTERPRISE, INC.	6956.27	12/07/17
91624	723 BADLANDS STEEL, INC	90.50	12/07/17
91625	33 BAKER & TAYLOR CO.	214.08	12/07/17
91626	34 BALCO UNIFORM CO., INC.	2079.24	12/07/17
91627	35 BANK OF NORTH DAKOTA	6242.40	12/07/17
91628	742 BASIN E T PROPERTIES, INC.	1240.00	12/07/17
91629	38 BASIN PRINTERS, INC.	813.00	12/07/17
91630	49 BLACK MOUNTAIN SOFTWARE	102.52	12/07/17
91631	1357 BLAINES AUTO BODY & SALES, INC.	1071.69	12/07/17
91632	52 BORDER STATES ELECTRIC	12950.99	12/07/17
91633	2746 BOUND TO STAY BOUND BOOKS, INC.	85.44	12/07/17
91634	966 BYERLY COMPUTER SERVICES	160.00	12/07/17
91635	1054 C & D WATER SERVICES	87.00	12/07/17
91636	999999 CANRIG DRILLING TECHNOLOGY LTD	50.16	12/07/17
91637	3068 Capital One Commercial	129.47	12/07/17
91638	1897 CAR QUEST	196.64	12/07/17
91639	67 CAR TUNZ	550.00	12/07/17
91640	2893 Cardon Advisors Group, LLC	38888.88	12/07/17
91641	69 CARQUEST/ADVANCED AUTO PARTS STOR	336.70	12/07/17
91642	549 CASH WISE FOODS	45.48	12/07/17
91643	1755 CDW GOVERNMENT	897.71	12/07/17
91644	1977 CELLEBRITE, INC.	3299.00	12/07/17
91645	2749 CG WILLISTON, LLC	256691.60	12/07/17
91646	77 CITY OF WILLISTON	2998.95	12/07/17
91647	79 CITY OF WILLISTON	46014.15	12/07/17

91648	1486 CONNEX INTERNATIONAL	30.80	12/07/17
91649	999999 CORTNEE COX	2.69	12/07/17
91650	567 CRAIG'S SMALL ENGINE REPAIR	75.50	12/07/17
91651	2351 CREDIT BUREAU OF BISMARCK	48.00	12/07/17
91652	548 DAKOTA DIESEL	496.66	12/07/17
91653	2015 DAKOTA FIRE EXTINGUISHERS	347.13	12/07/17
91654	3373 DAKOTA PRINTS	57.60	12/07/17
91655	927 DAKOTA PUMP & CONTROL	4495.50	12/07/17
91656	2221 DAKOTA SUNRISE BROKERS, LLC	186.95	12/07/17
91657	999998 DANIELLE HENDRICKS	379.03	12/07/17
91658	1705 DEGENSTEIN'S AUTO PLUS	500.00	12/07/17
91659	675 DEMARS FOODS	165.00	12/07/17
91660	3297 DON STEVENS	259.80	12/07/17
91661	999999 DONN HEFFELT	22.02	12/07/17
91662	3377 Dylan LaMontia	225.85	12/07/17
91663	3379 Eagle Country Ford	850.58	12/07/17
91664	118 EARL'S ELECTRIC, INC.	297.50	12/07/17
91665	1665 EAST & WEST EXCAVATING LLC	30500.00	12/07/17
91666	2490 ECO DESIGN	6150.11	12/07/17
91667	2524 ELITE HEALTH & FITNESS	380.00	12/07/17
91668	1030 EMERGENCY APPARATUS MAINTENANCE,	4439.94	12/07/17
91669	577 EMERGENCY MEDICAL PRODUCTS	766.97	12/07/17
91670	2732 ENTERPRISE FINANCIAL	294.00	12/07/17
91671	670 ENVIRONMENTAL TOXICITY CONTROL, I	325.00	12/07/17
91672	2895 FCI CONSTRUCTORS, INC - ND	518391.25	12/07/17
91673	569 FEDEX	411.01	12/07/17
91674	387 FIRST - FAST INITIAL RESPONSE SYS	342.06	12/07/17
91675	134 FORT UNION SUPPLY & TRADE	89.05	12/07/17
91676	2828 GA Group, PC	122.85	12/07/17
91677	139 GAFFANEY'S	1083.74	12/07/17
91678	1096 GALLS, LLC	130.40	12/07/17
91679	144 GRAYMONT WESTERN CANADA	28399.40	12/07/17
91680	2892 Great American Financial Services	285.80	12/07/17
91681	539 HACH	844.01	12/07/17
91682	999999 HANNA DAWN LEE & CLINT JESSOP CRA	6.80	12/07/17
91683	999999 HARLEY MUSE	25.00	12/07/17
91684	151 HAWKINS, INC.	16483.15	12/07/17
91685	2346 HENKE	3408.06	12/07/17
91686	161 HOME OF ECONOMY	8797.91	12/07/17
91687	162 HORIZON RESOURCES	68490.04	12/07/17
91688	163 HOSE AND RUBBER SUPPLY	13.67	12/07/17
91689	1503 iDSS GLOBAL LLC	250.00	12/07/17
91690	2767 IFSTA	629.50	12/07/17
91691	173 INFORMATION TECHNOLOGY DEPARTMENT	1401.75	12/07/17
91692	174 INK SPOT PRINTING	16.00	12/07/17
91693	2479 INSURANCE INFORMATION EXCHANGE	409.65	12/07/17
91694	2636 INTELLICORP	81.60	12/07/17
91695	3376 INTERNATIONAL ASSN OF CHIEFS OF P	150.00	12/07/17
91696	2322 INTERSTATE BILLING SERVICE, INC	15970.26	12/07/17

91697	999999 JACK VANDEKOP	43.98	12/07/17
91698	999998 JAMES DIXON	105.00	12/07/17
91699	999998 JAREK WIGNESS	38.50	12/07/17
91700	2406 JASON LEWIS	550.00	12/07/17
91701	999999 JENNY MALTBY	14.46	12/07/17
91702	999999 JESSE HALE	26.20	12/07/17
91703	999999 JESSICA FISHER	3.04	12/07/17
91704	2941 Jill Sellers	69.22	12/07/17
91705	999999 JOSEPH CASTILLO	15.53	12/07/17
91706	999999 JUSTIN JACKSON	25.00	12/07/17
91707	196 KADRMAS LEE & JACKSON INC	187407.40	12/07/17
91708	999998 KAREN P. LARSON	104.80	12/07/17
91709	999999 KEE ANNA LUND	25.00	12/07/17
91710	210 KOHLER COMMUNICATIONS	139.05	12/07/17
91711	212 KOTANA COMMUNICATIONS	1546.30	12/07/17
91712	999998 KRISTIINA RAVASKA	105.00	12/07/17
91713	591 LEXIS NEXIS	126.86	12/07/17
91714	1644 M-B COMPANIES, INC.	998.78	12/07/17
91715	1821 MARCO	7280.50	12/07/17
91716	3111 Marco Technologies LLC (see 1821	180.00	12/07/17
91717	2824 MARCO, INC.	403.26	12/07/17
91718	999998 MARK BRUINEKOOL	57.52	12/07/17
91719	999998 MEGAN PETERSON	17.50	12/07/17
91720	999999 MELINDA JACKSON	25.00	12/07/17
91721	2685 MENARDS	305.45	12/07/17
91722	999998 MICHAEL A. ISENHOWER JR	25.00	12/07/17
91723	250 MICROMARKETING ASSOCIATES	227.28	12/07/17
91724	251 MIDAMERICA BOOKS	166.76	12/07/17
91725	252 MIDCONTINENT COMMUNICATIONS	75.00	12/07/17
91726	254 MIKE'S WINDOW CLEANING SERVICE	80.00	12/07/17
91727	261 MON-DAK HTG & PLG, INC.	145.00	12/07/17
91728	243 MONTANA DAKOTA UTILITIES	37858.03	12/07/17
91729	3120 MONTANA DAKOTA UTILITIES CO	99.31	12/07/17
91730	267 MOUNTRAIL-WILLIAMS REC	2748.90	12/07/17
91731	271 MVTL/MINNESOTA VALLEY	474.00	12/07/17
91732	1772 MYGOV, LLC	1520.00	12/07/17
91733	275 NAPA AUTO PARTS	1597.58	12/07/17
91734	999999 NATHAN HOFER	28.78	12/07/17
91735	289 ND DEPT OF HEALTH	16.48	12/07/17
91736	290 ND DEPT OF TRANSPORTATION	15337.25	12/07/17
91737	1046 ND INSURANCE DEPARTMENT	660.00	12/07/17
91738	2224 NELSON INTERNATIONAL DICKINSON	125.57	12/07/17
91739	320 NEMONT	47.45	12/07/17
91740	3132 NEO SOLUTIONS, INC	24591.60	12/07/17
91741	1494 NORTH DAKOTA INSURANCE DEPARTMENT	64.65	12/07/17
91742	1259 NORTH DAKOTA SURPLUS PROPERTY	10000.00	12/07/17
91743	1449 NORTH DAKOTA TOURISM	250.00	12/07/17
91744	1239 NORTHERN CONTROLS, INC.	135.00	12/07/17
91745	324 NORTHERN IMPROVEMENT CO.	1262.75	12/07/17

91746	3106 NORTHWEST IRON FIREMAN	2275.02	12/07/17
91747	333 NORTHWEST SUPPLY & R&R TROPHIES I	125.00	12/07/17
91748	2339 OFFICE DEPOT	583.59	12/07/17
91749	343 OLYMPIC SALES, INC.	5796.82	12/07/17
91750	3375 Otis Elevator Company	1860.00	12/07/17
91751	3277 OVERLAND AERIAL PHOTOGRAPHY	325.00	12/07/17
91752	2677 PAYMENT PRINCIPALS	20.00	12/07/17
91753	999999 PHILIP SVOBODA	18.90	12/07/17
91754	3371 Pride Dairies	310.74	12/07/17
91755	367 QUILL CORPORATION	1024.65	12/07/17
91756	999999 RACHAEL ROELLE	7.67	12/07/17
91757	1364 RAMADA GRAND DAKOTA LODGE	138.00	12/07/17
91758	2922 RED ROCK FORD	50.00	12/07/17
91759	390 RICHARD A. JOHNSON	3600.00	12/07/17
91760	999999 ROBERT & NANCY RAVNSBORG	52.32	12/07/17
91761	1650 ROTATIONAL MOLDING INC	7000.00	12/07/17
91762	2012 SANI-STAR	200.00	12/07/17
91763	999999 SCOTT MARTIN	18.70	12/07/17
91764	999999 SEAN WILLIAM JASPER	48.65	12/07/17
91765	999998 SHAWN HOLM	25.00	12/07/17
91766	999999 SHAYLEE STUEN	23.84	12/07/17
91767	999999 SHAYLEE STUEN	53.48	12/07/17
91768	3341 SHEP'S WELDING	128719.55	12/07/17
91769	420 SHERWIN-WILLIAMS	351.50	12/07/17
91770	669 SHIRT WORX	29.00	12/07/17
91771	426 SOURIS RIVER TELECOMMUNICATIONS	4.34	12/07/17
91772	999998 THOMAS SCOTT	38.50	12/07/17
91773	2692 TKDA	4088.79	12/07/17
91774	2107 TOMCO2 SYSTEMS	7075.40	12/07/17
91775	999999 TOSANI HYLTON	25.00	12/07/17
91776	999999 TRACEE REINERTSON	7.41	12/07/17
91777	3072 TRACTOR & EQUIPMENT CO.	1669.69	12/07/17
91778	1628 TRAFFIC SAFETY SERVICES, INC.	500.00	12/07/17
91779	655 TRAINND NORTHWEST	165.00	12/07/17
91780	2195 TRANSUNION RISK & ALTERNATIVE	92.70	12/07/17
91781	463 TRIANGLE ELECTRIC	2665.08	12/07/17
91782	2781 TRILLION AVIATION	4177.50	12/07/17
91783	1610 ULTEIG	457654.13	12/07/17
91784	477 UPPER MISSOURI DISTRICT	500.00	12/07/17
91785	750 UPS	62.38	12/07/17
91786	484 VERIZON WIRELESS	7600.36	12/07/17
91787	485 VESSCO, INC.	2058.17	12/07/17
91788	487 VISA	11655.44	12/07/17
91789	3370 Wagner's Wagon	350.80	12/07/17
91790	812 WALLWORK TRUCK CENTER	86.25	12/07/17
91791	1249 WASTE NOT RECYCLING LLC	3492.00	12/07/17
91792	3378 WATCHGUARD VIDEO	4695.00	12/07/17
91793	1931 WAYNE NICKS	800.71	12/07/17
91794	648 WILLIAMS COUNTY SHERIFF'S OFFICE	56400.00	12/07/17

91795	564 WILLIAMS RURAL WATER DISTRICT	276.30	12/07/17
91796	1716 WILLIAMS SCOTSMAN, INC.	3811.90	12/07/17
91797	514 WILLISTON COMMUNITY LIBRARY	106.00	12/07/17
91798	1878 WILLISTON CONVENTION & VISITOR BU	3225.00	12/07/17
91799	518 WILLISTON HERALD	2052.36	12/07/17
91800	3374 WILLISTON NOON LIONS CLUB	85.00	12/07/17
91801	3183 WILLISTON PARKS & RECREATION DIS	15.00	12/07/17
91802	522 WILLISTON PD PETTY CASH	100.20	12/07/17
91803	525 WILLISTON TIRE CENTER	10227.26	12/07/17
91804	527 WILLISTON VOLUNTEER	1000.00	12/07/17

Total Claims: \$6,081,288.14

Total Payroll: \$483,619.23

Grand Total: \$6,564,907.37

of Checks: 267

- 2) Business License
 - a. Safari Fuels #105 – Transfer of Tobacco License from Racers 102
 - b. Safari Fuels #105 – Transfer of Bulk Storage License from Racers 102
- C. Building Official
 - 1) Master Plumber
 - a. Harry Mowbray-Mowbray & Son Inc.
Journeyman Plumber
 - a. Robert Kitts-Mowbray & Son Inc.
 - b. Jerad Racine-Mowbray & Son Inc.
 - c. Collin Barnard-Mowbray & Son Inc.
 - d. Wayne Burbach-Mowbray & Son Inc.
Fuel and Gas Installer
 - a. Robert Kitts-Mowbray & Son Inc.
 - b. Jerad Racine-Mowbray & Son Inc.
 - c. Collin Barnard-Mowbray & Son Inc.
 - d. Wayne Burbach-Mowbray & Son Inc.
 - e. Harry Mowbray-Mowbray & Son Inc.
- D. City Planner
- E. Authorization to Bid
 - 1) RFQ – XWA Rental Car Parking, QTA and Employee Parking Area
- F. Assessor

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

- **9B1** (Moved to after Consent Agenda)
 - A. City Auditor
 - 1) Resolution 17-039 – Refunding Improvement Bonds of 2017

Mike Manstrom, from Dougherty & Company LLC, presented to following;

Dougherty & Company LLC bought the Bonds and is offering a 3.717% interest rate on a 20-year maturity on \$2,280,000.00, for refunding Improvement Bonds for 2017. This money is used to complete and pay for construction on eight separate special assessment districts. Approval is requested tonight to lock in the interest rate. He reiterated in regards to the S&P rating, with an A-Stable rating and this is what is driving the low interest rate.

Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the Resolution 17-039 – Refunding Improvement Bonds of 2017 as presented.

AYE: Cymbaluk, Brostuen and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik and Bekkedahl

CARRIES: 3-0

3. Public Hearings
 - A. ~~Public Hearing to Consider the Rearrangement of Lots 1 thru 4, Block 3, Homecroft Addition to the City of Williston – Michael Galt, Ideal Metal Buildings/49th Latitude Surveying~~ (Moved to 911)
4. Bid Openings
 - A. Design, Bid and CA/CO Services for XWA Airfield Electrical Vault

Airport Director Anthony Dudas presented the following;

The Committee reviewed proposals for design, bidding and CA/CO services for the XWA Electrical Vault for all airfield lighting needs. Proposals were received from the following; KLJ and Burns-McDonnell/Alliance Partnership, upon review the selection team recommend moving forward with scope and fee negotiations with the Burns-McDonnell/Alliance Partnership. Once the fee and scope is negotiated and finalized we will bring those items before the Board for approval and contract. Recommendation is to move forward with Burns-McDonnell/Alliance.

Mayor Klug inquired as to when these contracts, as there are many currently in negotiations, will be coming back to us. It was clarified that most are with Burns-McDonnell and a meeting took place last week and they are working on providing us with a written scope, as well as a proposed fee. Hoping to see these complete by the first Commission meeting in January 2018. It was also stated there are a few others with different firms and that these would not all come at once, they would be spread out.

Motion by Brostuen, Seconded by Cymbaluk to make a motion to proceed with the scope and fee negotiations with Burns-McDonnell/Alliance for the Design, Bid and CA/CO Services for XWA Airfield Electrical Vault.

AYE: Cymbaluk, Brostuen and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik and Bekkedahl

CARRIES: 3-0

A. 4.5 – 5cy Wheel Loader (Landfill)

Public Works Director, Dave Bell presented the following;

December 7, 2017 we had two bid openings, both for the Landfill. We are recommending both pieces of equipment stay on a five year re-purchase program.

The first was a 4.5 – 5cy Wheel Loader, the lowest bidder only offered a 3-year/3000 mile warranty, which is not acceptable, based on that we recommend the bid go to Tractor and Equipment in the amount of \$210,241.33. All bids were under budget.

It was asked to be clarified for the record why Tractor and Equipment was selected. They offered us a 5-year/5000 mile warranty and the others did not, it was required in the bid spec and their bid also included a provision that ensures we have replacement equipment on site within 40 hours, if they don't it's a \$60/hour charge until they do during operating hours.

Motion by Brostuen, Seconded by Cymbaluk to make a motion to approve the award of the Wheel Loader contract to Tractor & Equipment in the amount of \$210,241.33 as presented.

AYE: Cymbaluk, Brostuen and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik and Bekkedahl

CARRIES: 3-0

B. Diesel Powered, Articulated Frame Compactor (Landfill)

Public Works Director, Dave Bell presented the following;

The second was for Compactor also for the Landfill; Titan's bid came in low, but their re-purchase price was lower also. We recommend Tractor and Equipment in the amount of \$529,700.00.

Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the Compactor to Tractor and Equipment in the amount of \$529,700.00 as presented.

AYE: Cymbaluk, Brostuen and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik and Bekkedahl

CARRIES: 3-0

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

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

City Auditor, John Kautzman presented the following;

A memo was provided recommending suspension through the end of the month; Basin Cab has provided a letter explaining circumstances in regards to non-compliance. Basin Cab is present tonight, however, did not choose to speak on his behalf.

City Auditor's Office, Administrative Assistant, Lynn Wallace clarified that Basin Cab's due date fell on a Saturday before the Thanksgiving Holiday, that a letter was sent 30-days prior to and an additional phone call and email were sent on Wednesday November 22, 2017, which was the deadline due to the Holiday and weekend involved. Basin Cab brought in necessary paperwork and paid his fines the following Monday November 27, 2017. Mayor Klug reiterated the burden on the City to make sure the cab companies stay in compliance with licensing requirements. He also suggested Basin Cab's suspension be roughly the same time frame as Simon the Cab Dude, however, going forward, after the December 7, 2017 Taxi Committee Meeting, it was clarified, it will be a mandatory 30-day suspension. This alleviates the variable time frame in-between meetings and suspensions not being a fair amount of time for all involved. Licensing can be revoked for non-compliance. Cab Dudes' suspension was roughly 14-days.

Motion by Cymbaluk, Seconded by Brostuen to make a motion to re-instate this individual as presented as long as he is current, provided all the necessary documents, paid all the necessary fines and send the message that for any future violations it's an automatic 30-day suspension.

AYE: Cymbaluk, Brostuen and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik and Bekkedahl

CARRIES: 3-0

8. Report of Commissioners
 - A. President of the Board
 - B. Vice-President; Finance Commissioner
 - C. Street and Improvement, Sanitation, Cemetery and Public Works Commissioner
 - D. Fire, Police and Ambulance Commissioner
 - E. Water Works, Sewer, Airport, Building and Planning Commissioner
 - 1) KLJ Task Order 37 – Runway 14/32 and Parallel Taxiway CA/CO Services

Airport Director Anthony Dudas presented the following;

Task Order 37 for KLJ for CA/CO Services for primary runway 14/32 and parallel taxi way, we went through the request for qualifications process and this is the scope and fee that was negotiated with KLJ throughout that process. Their fee came in at \$2,041,290.00, we also performed an independent fee evaluation, by TKDA and their fee was \$1,953,001.69, 4.3% lower. After review of different fees, there were a couple of variances noted, 1) Aggregate analysis forms that had a noticeable variance compared to the other fee, KLJ was questioned in

regard to this variance and they stated they utilized their actual dollars that they found while performing the same service for the Bismarck Airport this last summer on their runway reconstruction project. 2) Vehicle per diem, when KLJ was questioned, they stated it was due to vast distances and amount of construction that they will be responsible for providing the service for the runway and taxi way are almost 2 miles long and will need additional personnel to provide quality control, during specific time periods. This contract is hourly not to exceed and the committee recommends approval to KLJ for an hourly not to exceed contract for \$2,041,290.00.

It was stated the committee consist of Anthony Dudas Airport Director, City Administrator David Tuan, Commissioner Chris Brostuen, City Engineer Bob Hanson and Cardon Development Group owner representative Rick Skumavc and Randy Conrad also from Cardon Development.

Motion by Brostuen, Seconded by Cymbaluk to make a motion to approve KLJ task order 37 for runway 14/32 and parallel taxi way CA/CO Services to be billed hourly not to exceed \$2,041,290.00 as presented.

AYE: Cymbaluk, Brostuen and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik and Bekkedahl

CARRIES: 3-0

Commissioner Bekkedahl joined the meeting, via phone.

9. Report of Department Heads
 - A. City Administrator
 - B. City Auditor
 - 2) ~~Resolution 17-039 – Refunding Improvement Bonds of 2017~~ (Moved to after Consent Agenda)
 - C. Attorney
 - D. Director of Public Works
 - E. City Engineer
 - 1) Ulteig Master Engineering Services Agreement

City Engineer Bob Hanson presented the following;

Master Engineering Services Agreement with Ulteig, this is a standard practice we have. This agreement is for five years. We recommend acceptance.

Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve Ulteig Master Professional Services Agreement for period ending December 31, 2022 as presented.

AYE: Cymbaluk, Brostuen, Bekkedahl and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik

CARRIES: 4-0

- F. Fire Chief
- G. Chief of Police
- H. Building Official
- I. City Planner
 - 1. Public Hearing to Consider the Rearrangement of Lots 1 thru 4, Block 3, Homecroft Addition to the City of Williston – Michael Galt, Ideal Metal Buildings/49th Latitude Surveying (Moved from 3A)

Rachel Laqua from the City of Williston, Planning Department presented the following;

The preliminary plat, was reviewed, for the rearrangement of Lots 1 thru 4, Block 3, Homecroft Addition to the City of Williston. All lots, but Lot 2R, will meet the minimum lot area requirements for single and two family dwellings. Lot 2R will only meet the requirements for single family dwelling. The recordation of Lot 2R will leave a stand-alone accessory structure on the property which according to Ordinance 889 there cannot be an accessory structure on a property without a principle structure. The at-hoc and planning commission both recommended a lien be put on the property until such time the structure is removed and would prohibit the sale until removal is completed. The City Attorney referred to it as “Restrictive Covenant” and stated this is what he thinks he will be doing for this and will serve the same purpose. The committee has been informed the structure will be removed and a new one built in its place this spring.

Lots 1,3 & 4 all have access to the City’s water and sewer services, Lot 2R does not currently have tie ins to these and will need to be made by the property owner. Planning and Zoning Commission has recommended approval of the preliminary plat for the Rearrangements of Lots 1-4, Block 3 of the Homecroft Addition as presented, contingent on recordation requirements of plat red lines being addressed, recordation of a lien or Restrictive Covenant which will be released when the accessory structure has been removed from Lot 2R and a review of the preliminary plat here and reviews of the final plat at the Planning and City Commissions.

It was clarified that the property located at the Southern part of the plat is actually part of the City right-of-way, despite that it is also a park, it’s a green space.

Motion by Brostuen, Seconded by Bekkedahl to make a motion to approve the preliminary plat of the rearrangements of Lots 1-4, Block 3 of the Homecroft Addition as presented contingent on recordation requirements, including the Restricted Covenant as listed in the facts sheet as presented.

AYE: Cymbaluk, Brostuen, Bekkedahl and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik

CARRIES: 4-0

- J. Economic Development
 - 1) G-Style Trucking – Flex PACE

Shawn Wenko from Economic Development presented the following;

One item was requested for the Flex Pace Interest buy down program, for G-Style Transport LLC a local company since 2004, they currently have 52 employees and with expansion they estimate an additional 68 jobs. The request in the Flex Pace would be a City buy down of \$65,000.00, Bank of North Dakota would contribute and estimated \$120,000.00. These are usually approved on a yearly basis, we have not gotten the yearly payments back from Bank of North Dakota, but estimated on a Flex Pace for \$65,000.00, this loan, for a first year, not to exceed about \$25,000.00. The recommendation is for approval of Flex Pace, not to exceed \$65,000.00 in yearly payments, with the first year not to exceed \$25,000.00.

Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the request for the Flex Pace, Interest buy down in the amount of and not to exceed \$65,000.00 for the purchase of Building for G-Style Transport, with the first payment not to exceed \$25,000.00 as presented.

AYE: Cymbaluk, Brostuen, Bekkedahl and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik

CARRIES: 4-0

- 2) ~~Destiny Med Spa – Flex PACE~~
- K. Airport
- L. Assessor
- M. Convention and Visitor's Bureau
- 10. Appointments and Consultations with Officers
- 11. Unfinished Business
 - A. XWA Program Coordination Update

Bob Moberg from AE2S, presented the following;

Brief update in regards to XWA recap of 2017, showed a snapshot of financials. April 2017 is when on-site construction began. May of 2017 is when the Program Coordination Contract was authorized. June 2017, is when pipeline removal began. July 2017 is when the FAA closed out the Grant they were issuing for land acquisition and also time frame the CMAR contract was awarded to JE Dunn for the terminal building. August 2017, two runway contracts were awarded. September 2017, 59th Street re-opened to traffic; also City received approval from Bank of North Dakota on the \$60 million dollar line of credit. October 2017, two contracts awarded for primary taxiway construction, civil and electrical. November 2017, Enbridge and OneOk pipeline relocation completed and the terminal building footing construction began. December 2017, last week the City received notice NDAC funding grant of \$18.5 million was approved and this Friday the City will be submitting a Pre-application for 2018 FAA funding.

Based on an estimate prepared in March of this year of probable costs was \$244 million, however, in December that number has been revised to approximately \$225 million, these numbers represent dollar amounts that has been prepared in a Capital Improvements plan that has been shared with the FAA and the NDAC, as the projects move forward and funding continues to be secured from those sources. A bar graph details funding from different sources and also the City's portion and a detailed account of completed contracted work and work that still needs to be completed and work that still needs to be contracted out.

Forecast for 2018 is to complete site grading, to date is approximately 65-70% complete. Construction of the runways, taxiways, terminal and ARFF (fire facility) construction. We anticipate design completion for 16-20 additional projects. Another 8-10 planned construction projects. Water still needs to be extended to the airport site, estimated to begin early spring and fall of 2018 completion. This waterline will also serve the new elementary school, estimated opening for the 2018 school year. Continued pursuit of FAA, NDAC and USDA funding. Finally, executing agreements with airlines, FBO's, hangers and car rentals.

The 16-20 additional projects will include navigational aids, commercial apron for around the terminal building and a commercial parking lot, on-site utilities, cross wind runway.

Year 2019 and ahead would include completion of the following; terminal building, runway, taxiway, all other construction necessary to open the airport, re-construction of County Road 7 and transition from Sloulin Field. Crosswind runway will most likely be 2020 completion.

Drone videos are being taken regularly and posted on designated sites.

It was clarified the completion of the cross wind runway will be required for smaller aviation traffic, in order to operate safely, not the larger commercial airlines. The cross wind project costs are already included in the 234 million dollar estimate, however, the design and engineering costs have not been included in the estimate. These design and engineering costs are eligible for FAA grants.

Rick Skumavc presented the following;

Brief update on site currently, on site grading has stopped due to the cold weather; JE Dunn is currently working on the basement footings, interior spread footings and elevator footings. They have rebar ordered and will began forming walls after Christmas.

Mayor Klug reminded everyone the December 26th Board meeting has been moved to December 21, 2017.

Andrea Placher was introduced as the new Library Director, formerly children's librarian.

Motion by Cymbaluk, Seconded by Brostuen to adjourn.

AYE: Cymbaluk, Brostuen, Bekkedahl and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik

CARRIES: 4-0

- 12. New Business
- 13. Executive Session
- 14. Adjourn 6:47pm

Motion by Cymbaluk, Seconded by Brostuen to adjourn.

AYE: Cymbaluk, Brostuen, Bekkedahl and Klug

NAY: None

ABSENT AND NOT VOTING: Piesik

CARRIES: 4-0

Howard Klug, President
Board of City Commissioners

John Kautzman, City Auditor