

**OFFICIAL PROCEEDINGS
OF THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS
JANUARY 22, 2013 6:00 P.M. CITY HALL WILLISTON, NORTH DAKOTA**

1. Roll Call of Commissioners

COMMISSIONERS PRESENT: Brent Bogar, Howard Klug, Tate Cymbaluk & Brad Bekkedahl

COMMISSIONERS ABSENT: E. Ward Koeser

OTHERS PRESENT: Karen Larson, Donald Kress, James Lokken, Pete Furuseth, Steven Kjergaard, Alan Hanson, Monte Meiers, Rachel Ressler, Kent Jarcik, Bill Tracy, Kelly Aberle, Scott Boyer (new IT Director for Williams County)

2. Consent Agenda

- A. Reading and Approval of Minutes for:
 - (1.) Regular Meeting Dated January 8, 2013
- B. Auditor
 - (1.) Accounts, Claims and Bills

Payroll

Check #	Vendor/Employee/Payee Number/Name	Check Amount	Issued
-80232	56169 KATHERINE E. BERWICK	926.45	01/11/13
-80231	12020 RANDY M DONNELLY	1749.15	01/11/13
-80230	56249 GWENDOLYN GUERRETTAZ	525.87	01/11/13
-80229	12017 JOHN L. KAUTZMAN	2708.77	01/11/13
-80228	56240 KAREN D. KUEHL	1021.01	01/11/13
-80227	56198 LORI LOOSE	671.39	01/11/13
-80226	56255 CHELSEA CAVANAUGH	742.38	01/11/13
-80225	13026 KEVIN W. CRAFT	1277.90	01/11/13
-80224	56195 JACKIE L. HATCH	929.02	01/11/13
-80223	56206 DANIELLE HENDRICKS	1362.22	01/11/13
-80222	56118 KATALIN C. MAGYAR	737.89	01/11/13
-80221	56225 SUSAN E. SCHNEIDER	1512.06	01/11/13
-80220	13025 JOLEEN S. TINKER	2108.86	01/11/13
-80219	56245 AMY WAGGONER	1236.66	01/11/13
-80218	56087 CODY M. BAKKEN	1756.46	01/11/13
-80217	18021 ROBERT J. BENTH	69.62	01/11/13
-80216	18022 SHARYL J. BUSCH	2011.49	01/11/13
-80215	56162 JOSHUA A. BUTLER	1355.91	01/11/13
-80214	18028 DAVID C. DONNER	1933.19	01/11/13
-80213	56259 ANDREW FOURNELL	2098.74	01/11/13
-80212	18001 ALAN K. HANSON	2208.29	01/11/13
-80211	56101 SUSAN G. HOLMEN	1312.52	01/11/13
-80210	18027 STEVEN D. KERZMANN	2243.95	01/11/13
-80209	18096 TRACY C. KERZMANN	1216.55	01/11/13
-80208	56107 VICTORIA L. KREGER	427.27	01/11/13
-80207	18099 ERICA J. MYERS	968.76	01/11/13

-80206	18024 JONATHON RASMUSSEN	1962.88	01/11/13
-80205	18070 JEANNE M. SAGASER RASSIER	1701.39	01/11/13
-80204	56130 ANDREW A. SAILER	1403.32	01/11/13
-80203	18097 DUANE S. WINTER	35.33	01/11/13
-80202	56174 SAM M. AIDE	1397.47	01/11/13
-80201	56166 RYAN J. ALLEN	1426.83	01/11/13
-80200	19024 DAVID L. BELISLE	1772.03	01/11/13
-80199	56246 HUGH BENZEN	1223.64	01/11/13
-80198	19092 DUSTIN J. BERTSCH	1755.11	01/11/13
-80197	19028 MARK R. BITZ	2173.13	01/11/13
-80196	56097 ALAN C. BRATT	1909.65	01/11/13
-80195	56121 DUSTIN R. CELANDER	1350.04	01/11/13
-80194	19076 CORY G COLLINGS	1995.83	01/11/13
-80193	56173 RODNEY H. DICKERSON	1456.53	01/11/13
-80192	19009 LINDA R. GRANBOIS	1142.43	01/11/13
-80191	56147 JACOB J. GREGORY	1678.72	01/11/13
-80190	19082 RANDY M. HAUGENOE	1826.22	01/11/13
-80189	56210 WILLIAM E. HOLLER	1641.89	01/11/13
-80188	56102 MICHAEL A. ISENHOWER JR	1861.87	01/11/13
-80187	19012 THOMAS L. LADWIG	1919.37	01/11/13
-80186	19011 JAMES L LOKKEN	2631.32	01/11/13
-80185	56082 TRAVIS J. MARTINSON	928.80	01/11/13
-80184	56061 AMY D. NICKOLOFF	1191.61	01/11/13
-80183	19014 KENNETH B. OWENS	2380.91	01/11/13
-80182	19098 DAVID A. PETERSON	1153.59	01/11/13
-80181	56181 TREVOR J. ROBERTS	1230.24	01/11/13
-80180	56148 JONATHAN D. ROGGENKAMP	984.94	01/11/13
-80179	13027 CRYSTAL A. SCHAUBEL	1909.89	01/11/13
-80178	56052 JAMESON J. O. SEIM	1678.72	01/11/13
-80177	56098 JAKE O. SNYDER	1291.27	01/11/13
-80176	19077 MICHAEL S. WILSON	1615.43	01/11/13
-80175	19100 RYAN C. ZIMMERMAN	1479.32	01/11/13
-80174	56157 BENJAMIN W. ABBEY	1247.90	01/11/13
-80173	20047 KELLY M. ABERLE	1417.52	01/11/13
-80172	26039 DIANE K. ALBRIGHTSON	893.27	01/11/13
-80171	56268 MELISSA BUNESS	258.13	01/11/13
-80170	56160 ALVIN R. CHRISTENSEN, JR	1469.23	01/11/13
-80169	56209 MARTIN L. COLGAN	1072.94	01/11/13
-80168	56257 JOAN CAMERON	1325.09	01/11/13
-80167	56220 TRUNG THANH LE	1212.68	01/11/13
-80166	21040 MONTE C. MEIERS	2000.52	01/11/13
-80165	21054 WAYNE A WIEDRICH	1753.00	01/11/13
-80164	22020 ROBERT D. KNAPPER	2099.20	01/11/13
-80163	56100 BILLY J. BAKER	1081.45	01/11/13
-80162	56214 MICHAEL J. BEARCE	1429.13	01/11/13
-80161	56128 VERNON L. HENDRICKSON	1525.93	01/11/13
-80160	56167 MATTHEW TUTAS	1927.36	01/11/13
-80159	24018 EFFIE J. BROWN	1679.50	01/11/13
-80158	24019 ROBERT D. COUGHLIN	513.09	01/11/13

-80157	24017 STEVEN W. JENSEN	1997.92	01/11/13
-80156	24013 THOMAS C. POTTER	1286.39	01/11/13
-80155	56104 DANIEL W. TUPA	2208.97	01/11/13
-80154	25110 KENNETH W. BERGSTROM	2657.53	01/11/13
-80153	12029 LORI A. LARSEN	951.07	01/11/13
-80152	56168 AARON G. MITCHELL	867.44	01/11/13
-80151	56261 KARLEEN MONTANEZ	1117.23	01/11/13
-80150	56252 DIANE THOMPSON	622.97	01/11/13
-80149	56164 JACOB T BLOODGOOD	1033.29	01/11/13
-80148	56232 ELVIS DINZON	686.97	01/11/13
-80147	27076 DANNY R. GERGEN	1608.35	01/11/13
-80146	56091 JAMES A HAGA JR	1764.18	01/11/13
-80145	56241 DINA KINDELSPIRE	949.95	01/11/13
-80144	56244 ROY LONG	1186.64	01/11/13
-80143	56175 ERIC C. OLSON	1155.15	01/11/13
-80142	56265 HUGH LORENZO OTTLEY	434.81	01/11/13
-80141	56234 JOSEPH REIFENSTAHL	1163.01	01/11/13
-80140	56266 MARK RIDDLE	325.55	01/11/13
-80139	56258 BRYAN THOMPSON	808.27	01/11/13
-80138	56084 KENNETH R. BOYKIN	1416.72	01/11/13
-80137	56112 GARRISON CANTER	1367.92	01/11/13
-80136	56114 ANTHONY D. DUDAS	2611.96	01/11/13
-80135	56110 ADAM M. FREEMAN	2180.48	01/11/13
-80134	56086 STEVEN C. KJERGAARD	1848.00	01/11/13
-80133	56120 VICTORIA M. RUBLE	2137.96	01/11/13
-80132	56200 GINA MOTTL	537.43	01/11/13
-80131	34017 KENT A. JARCIK	2161.11	01/11/13
-80130	56223 DONALD KRESS	1405.24	01/11/13
-80129	56239 RACHEL K. RESSLER	949.64	01/11/13
-80128	34016 ELAINE B. SINNESS	808.99	01/11/13
-80127	35025 JOSILYN F BEAN	916.52	01/11/13
-80126	56267 SUZANNE GAUT	584.68	01/11/13
-80125	56155 SCOTT R. MOLSTAD	1979.59	01/11/13
-80124	56079 BRENDA SEPTKA	1259.57	01/11/13
-80123	36006 NEIL W. BAKKEN	1917.66	01/11/13
-80122	56176 CHAUNCEY CARR, JR.	923.50	01/11/13
-80121	56211 WAYNE E. BEARD	1145.17	01/11/13
-80120	56263 CHRISTINA BECK	865.85	01/11/13
-80119	56212 AMELIA A. BICKLER	29.09	01/11/13
-80118	56039 KERI L. BODA	826.02	01/11/13
-80117	56251 JAMIE ELLINGSON	703.54	01/11/13
-80116	56188 REBECCA R. MILLER	588.25	01/11/13
-80115	56111 ANDREA L. MITCHELL	787.34	01/11/13
-80114	56254 ASHLEY PERCOSKI	181.86	01/11/13
-80113	48013 DEBORAH A. SLAIS	1252.60	01/11/13
-80112	48034 YVONNE A. TOPP	534.37	01/11/13
-80111	52011 ANN M. KVANDE	1248.17	01/11/13
-80110	56165 CODI A. MOBERG	992.46	01/11/13
-80109	56041 BARBARA J. PETERSON	997.11	01/11/13

-80108	52003 THOMAS C. ROLFSTAD	1509.14	01/11/13
-80107	52020 SHAWN WENKO	1708.66	01/11/13
-80106	56109 PAULETTE K. BAUER	850.04	01/11/13
-80105	53005 BOBBI JO CLARKE	1158.93	01/11/13
-80104	56222 VIVIAN KALMIK	352.36	01/11/13
-80103	53002 AMY A. KRUEGER	1646.69	01/11/13
-80102	56228 AISLINN BRIANNA LARSON	33.25	01/11/13
-80101	56213 ROBERT JASON HILLARD	883.93	01/11/13
-80100	56080 BRAD E. SEPTKA	1875.24	01/11/13
-80099	56150 SAMANTHA R. YODER	905.92	01/11/13
-80098	19056 CHARLES TANNER	0.00	01/11/13
-80097	ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE	780.50	01/11/13
-80096	DEFERRED COMP NATIONWIDE RETIREMENT SO	30521.64	01/11/13
-80095	FIT U.S. TREASURY	109963.18	01/11/13
-80094	WEAPON CITY OF WILLISTON	45.85	01/11/13
-80093	12020 RANDY M DONNELLY	1020.46	01/18/13
-80092	12017 JOHN L. KAUTZMAN	2021.30	01/18/13
-80091	13026 KEVIN W. CRAFT	745.80	01/18/13
-80090	13025 JOLEEN S. TINKER	806.93	01/18/13
-80089	19024 DAVID L. BELISLE	1321.03	01/18/13
-80088	19009 LINDA R. GRANBOIS	856.67	01/18/13
-80087	19082 RANDY M. HAUGENOE	1061.86	01/18/13
-80086	19012 THOMAS L. LADWIG	1578.89	01/18/13
-80085	19011 JAMES L LOKKEN	1904.85	01/18/13
-80084	19014 KENNETH B. OWENS	1290.43	01/18/13
-80083	19077 MICHAEL S. WILSON	469.65	01/18/13
-80082	20047 KELLY M. ABERLE	790.42	01/18/13
-80081	21040 MONTE C. MEIERS	1823.74	01/18/13
-80080	22020 ROBERT D. KNAPPER	1293.78	01/18/13
-80079	24018 EFFIE J. BROWN	1089.34	01/18/13
-80078	24017 STEVEN W. JENSEN	807.63	01/18/13
-80077	24013 THOMAS C. POTTER	1414.83	01/18/13
-80076	27076 DANNY R. GERGEN	341.92	01/18/13
-80075	36006 NEIL W. BAKKEN	1252.92	01/18/13
-80074	52003 THOMAS C. ROLFSTAD	1497.60	01/18/13
-80073	FIT U.S. TREASURY	10433.87	01/17/13
-80072	Medicare U.S. TREASURY	0.00	01/17/13
54078	AFLAC AMERICAN FAMILY LIFE ASS	210.61	01/08/13
54079	AMERICAN NATION AMERICAN NATIONAL LIFE I	240.56	01/08/13
54080	DEPENDANT CARE DISCOVERY BENEFITS	672.00	01/08/13
54081	FIDELITY SECURI FIDELITY SECURITY LIFE I	157.62	01/08/13
54082	LINCOLN MUTUAL LINCOLN MUTUAL LIFE & CA	1150.21	01/08/13
54083	USABLE USABLE	251.04	01/08/13
54084	999999 JOHNATHAN COLLATT	300.00	01/08/13
54085	999999 BRITTANY LEAL	290.00	01/08/13
54086	673 CLERK OF DISTRICT COURT	500.00	01/08/13
54087	673 CLERK OF DISTRICT COURT	500.00	01/08/13
54088	673 CLERK OF DISTRICT COURT	500.00	01/08/13
54089	673 CLERK OF DISTRICT COURT	500.00	01/08/13

54090	1232 MIGHTY TOWING AND TRANSPORT	600.00	01/09/13
54091	12026 KAREN P. LARSON	1050.54	01/11/13
54092	56256 LORETTA WENDTE	283.11	01/11/13
54093	17016 TOM J. GLENN	1057.06	01/11/13
54094	56215 MARK W. ANDERSON	612.13	01/11/13
54095	56237 ADEN A CLARK	1184.15	01/11/13
54096	18026 MATTHEW L. GARDNER	338.86	01/11/13
54097	56269 CLAY KAUTZER	545.54	01/11/13
54098	56250 JUSTIN LOGAN MAYNARD	85.08	01/11/13
54099	18046 GARVIN SEMENKO	45.95	01/11/13
54100	18020 RICHARD SHEARER	504.84	01/11/13
54101	18078 MICHAEL W. WALTERS	35.33	01/11/13
54102	56113 MINDY SUE DEGENSTEIN	1034.35	01/11/13
54103	56183 AMBER M. GILMORE	1237.31	01/11/13
54104	19095 WALTER H. HALL	1720.45	01/11/13
54105	56243 JACOB R. HENDRICKS	882.36	01/11/13
54106	56182 AARON R. KAMPA	888.40	01/11/13
54107	19056 CHARLES TANNER	792.68	01/11/13
54108	21041 ROBERT E HANSON	2357.96	01/11/13
54109	22021 LES CHRISTENSEN	2206.05	01/11/13
54110	22014 GARY L. GLOVATSKY	1321.81	01/11/13
54111	23126 BRENT E. HANSON	2346.12	01/11/13
54112	23039 BRUCE A. JOHNSON	1534.18	01/11/13
54113	56171 MICHAEL G. MARDON	1188.31	01/11/13
54114	27096 RUSSELL E. MOMBERG	1519.27	01/11/13
54115	56189 AMANDA M. KAISER	1250.96	01/11/13
54116	25030 PEDAR A. ANDRE	1463.67	01/11/13
54117	27058 DAVID LEE BELL	2279.15	01/11/13
54118	56187 STEPHEN R. KOHLER	691.94	01/11/13
54119	25106 RICHARD S. ODEGARD	1460.04	01/11/13
54120	27067 RICHARD D. BORUD	1594.19	01/11/13
54121	23136 JAMES B. ENGEN	2621.59	01/11/13
54122	27091 JOSEPH G. MONSON	1515.05	01/11/13
54123	56253 STEPHEN OLEGARIO	1099.21	01/11/13
54124	31051 GORDON L. SMESTAD	1631.48	01/11/13
54125	56099 MARK C. AMONDSOEN	780.64	01/11/13
54126	56264 COREY HEIKKINEN	414.65	01/11/13
54127	25112 DUANE F. OVERBY	1288.99	01/11/13
54128	32006 WILLIAM M. MCQUISTON	1169.48	01/11/13
54129	37008 LAVERN GOHL	1454.96	01/11/13
54130	56180 DIANE C. HAGEN	432.44	01/11/13
54131	48102 KAYLA J. HELL	40.30	01/11/13
54132	56199 CHRISTOPHER WILEY	166.23	01/11/13
54133	56066 ZACHARY G. CORCORAN	1241.82	01/11/13
54134	54065 PATRICIA K. FIORENZA	1892.71	01/11/13
54135	56098 JAKE O. SNYDER	2073.38	01/11/13
54136	56160 ALVIN R. CHRISTENSEN, JR	714.76	01/11/13
54137	460 TRACTOR & EQUIPMENT CO.	225.12	01/10/13
54138	460 TRACTOR & EQUIPMENT CO.	1010.00	01/10/13

54139	460 TRACTOR & EQUIPMENT CO.	3726.90	01/10/13
54140	460 TRACTOR & EQUIPMENT CO.	21100.00	01/10/13
54141	MN CHILD SUPPOR MINNESOTA CHILD SUPPORT	153.00	01/11/13
54142	NC CHILD SUPPOR NC CHILD SUPPORT	205.00	01/11/13
54143	WYOMING CHILD S WYOMING CHILD SUPPORT EN	200.00	01/11/13
54144	999999 KARISSA SLAAEN	800.00	01/11/13
54145	999999 DOUGLAS WALKER	200.00	01/11/13
54146	999999 JENNIFER ZASTE	100.00	01/11/13
54147	999999 GRAHAM DAVIS	3.00	01/11/13
54148	483 VECTOR CONTROL DIST #1	36994.31	01/11/13
54149	243 MONTANA DAKOTA UTILITIES	1123.31	01/14/13
54150	875 DLT SOLUTIONS	30626.47	01/14/13
54151	460 TRACTOR & EQUIPMENT CO.	109735.00	01/14/13
54152	460 TRACTOR & EQUIPMENT CO.	110027.00	01/14/13
54153	460 TRACTOR & EQUIPMENT CO.	151140.00	01/14/13
54154	531 WILLIAMS COUNTY AUDITOR	30000.00	01/14/13
54155	143 Government Finance Officers Assoc	170.00	01/14/13
54156	533 WILLIAMS COUNTY TREASURER/RECORDE	48296.35	01/15/13
54157	460 TRACTOR & EQUIPMENT CO.	508.42	01/15/13
54158	333 NORTHWEST SUPPLY CO.	433.00	01/15/13
54159	673 CLERK OF DISTRICT COURT	500.00	01/15/13
54160	673 CLERK OF DISTRICT COURT	500.00	01/15/13
54161	999999 CHARLES RIDENOUR	650.00	01/15/13
54162	999999 WILLIAM E BARNHART	1791.00	01/15/13
54163	999999 AARON WEISZBROD	150.00	01/15/13
54164	999999 JON HICKS	150.00	01/15/13
54165	999999 GABRIEL OLIVERA	250.00	01/15/13
54166	999999 BONNIE NEWMAN	250.00	01/15/13
54167	999999 COLT TREFFREY	500.00	01/15/13
54168	999999 MAX CHAPMAN	50.00	01/15/13
54169	1486 CONNEX INTERNATIONAL	50.12	01/16/13
54170	521 WILLISTON PARK DISTRICT	1273398.17	01/16/13
54171	12026 KAREN P. LARSON	1012.37	01/18/13
54172	17016 TOM J. GLENN	499.27	01/18/13
54173	21041 ROBERT E HANSON	1607.93	01/18/13
54174	23126 BRENT E. HANSON	1168.18	01/18/13
54175	23039 BRUCE A. JOHNSON	1057.88	01/18/13
54176	25030 PEDAR A. ANDRE	1002.91	01/18/13
54177	27091 JOSEPH G. MONSON	904.13	01/18/13
54178	32006 WILLIAM M. MCQUISTON	1036.75	01/18/13
54179	1635 OCLC, Inc.	323.42	01/16/13
54180	119 EBEL INC.	360.00	01/16/13
54181	518 WILLISTON HERALD	215.04	01/16/13
54182	1428 MONTANA-DAKOTA UTILITIES	2367.84	01/16/13
54183	51 BOOKS ON BROADWAY	247.02	01/16/13
54184	19 AMERICAN STATE BANK	45.00	01/16/13
54185	999999 ADAM OR BREANN COUGHLIN	755.40	01/17/13
54186	886 TotalFunds by Hasler	404.87	01/17/13
54187	1747 VERIZON	278.98	01/17/13

54188	1558 BNSF RAILWAY COMPANY	8620.00	01/17/13
54189	Check not processed in this period	0.00	/ /
54190	999999 JAMES LUCAS	300.00	01/18/13
54191	999999 ADAM ALONZO	84.00	01/18/13
54192	999999 KENTON BECKER	300.00	01/18/13
54193	999999 JOHNO WEIGAND	330.00	01/18/13
54194	1079 ABL MOBILE LOCK & SAFE	80.00	01/18/13
54195	1596 ACE TOWING	453.00	01/18/13
54196	632 ACKERMAN-ESTVOLD	15055.00	01/18/13
54197	1230 AFFORDABLE TOWING	875.00	01/18/13
54198	6 AL MCFARLANE	3100.00	01/18/13
54199	608 ALLGUARD ALARM SYSTEMS	72.00	01/18/13
54200	999998 AMBER M. GILMORE	25.00	01/18/13
54201	17 AMERICAN PLANNING ASSN.	890.00	01/18/13
54202	718 AMERIPRIDE SERVICES	340.33	01/18/13
54203	30 ASTRO-CHEM LAB, INC.	2575.50	01/18/13
54204	723 BADLANDS STEEL, INC	224.86	01/18/13
54205	33 BAKER & TAYLOR CO.	73.83	01/18/13
54206	34 BALCO UNIFORM CO., INC.	121.83	01/18/13
54207	1337 BARTLETT & WEST	1187.90	01/18/13
54208	38 BASIN PRINTERS, INC.	671.00	01/18/13
54209	39 BASIN TIRE SERVICE, INC.	1232.12	01/18/13
54210	52 BORDER STATES ELECTRIC	387.04	01/18/13
54211	662 BOX-N-SHIP	77.16	01/18/13
54212	599 BRAATEN PLUMBING, INC	89.32	01/18/13
54213	1054 C & D WATER SERVICES	7.50	01/18/13
54214	69 CARQUEST AUTO PARTS STORES	208.72	01/18/13
54215	204 CCR-WILLISTON III, LLC	1225.00	01/18/13
54216	1755 CDW Government	25.59	01/18/13
54217	634 CDW GOVERNMENT, INC	582.41	01/18/13
54218	616 CENTER POINT LARGE PRINT	77.88	01/18/13
54219	1261 CHAMBER OF COMMERCE	1000.00	01/18/13
54220	710 CHANEY'S CAR & TRUCK REPAIR	1350.00	01/18/13
54221	999999 CIGNA	56.29	01/18/13
54222	77 CITY OF WILLISTON	273.15	01/18/13
54223	79 CITY OF WILLISTON	1961.08	01/18/13
54224	80 CITY OF WILLISTON	28.19	01/18/13
54225	971 COCA-COLA OF WILLISTON	141.28	01/18/13
54226	1662 Connecting Point Computers Center	645.00	01/18/13
54227	822 COUNTRY FLORAL	116.00	01/18/13
54228	89 CRAVEN-HAGAN CLINIC	565.00	01/18/13
54229	999998 CRYSTAL A. SCHAUBEL	25.00	01/18/13
54230	1754 Dakota Defense Alliance	3000.00	01/18/13
54231	548 DAKOTA DIESEL	1362.18	01/18/13
54232	100 DAWA SOLUTIONS GROUP	1330.00	01/18/13
54233	999999 DECO SECURITY	1000.00	01/18/13
54234	1705 DEGENSTEIN'S AUTO PLUS	1550.00	01/18/13
54235	104 DIAMOND EQUIPMENT CO.	49.03	01/18/13
54236	113 DOUGHERTY & COMPANY LLC	13500.00	01/18/13

54237	999998 DUSTIN J. BERTSCH	25.00	01/18/13
54238	999998 E. WARD KOESER	274.75	01/18/13
54239	1735 EATON TOWING/RECOVERY	286.00	01/18/13
54240	119 EBEL INC.	4589.58	01/18/13
54241	549 ECONOMART	50.00	01/18/13
54242	668 FASTENAL COMPANY	55.65	01/18/13
54243	132 FIRST NATIONAL BANK	4332.56	01/18/13
54244	134 FORT UNION SUPPLY & TRADE	575.38	01/18/13
54245	139 GAFFANEY'S	11698.67	01/18/13
54246	1758 Garrison Max Ambulance	100.00	01/18/13
54247	1748 Gateway ED	39.00	01/18/13
54248	144 GRAYMONT WESTERN CANADA	12318.54	01/18/13
54249	1611 HASLER	264.45	01/18/13
54250	151 HAWKINS, INC.	8664.14	01/18/13
54251	161 HOME OF ECONOMY	368.58	01/18/13
54252	162 HORIZON RESOURCES	1424.19	01/18/13
54253	163 HOSE AND RUBBER SUPPLY	29.24	01/18/13
54254	1503 iDSS	100.00	01/18/13
54255	171 INDUSTRIAL EQUIPMENT	327.72	01/18/13
54256	173 INFORMATION TECHNOLOGY DEPARTMENT	407.50	01/18/13
54257	60479 International Code Council, Inc.	50.00	01/18/13
54258	175 INTERSTATE ENGINEERING	12608.25	01/18/13
54259	999998 JACOB R. HENDRICKS	25.00	01/18/13
54260	1751 JAMAR TECHNOLOGIES	6166.80	01/18/13
54261	191 JOE'S DIGGING SERVICE INC	3250.00	01/18/13
54262	999999 JOEL WOODS	1000.00	01/18/13
54263	198 KDSR-FM	465.50	01/18/13
54264	1578 KLEVEN CONSTRUCTION	40418.51	01/18/13
54265	1299 KNIFE RIVER-NORTH CENTRAL	282019.36	01/18/13
54266	1421 LASER DESIGNS ND	86.38	01/18/13
54267	231 LONG RIDER BOOKS	1862.43	01/18/13
54268	1704 LORI'S LIGHTED D'LITES, INC.	622.40	01/18/13
54269	1525 MARIA D WILLIAMS	3000.00	01/18/13
54270	240 MATHISON COMPANY	65.23	01/18/13
54271	245 MEDQUEST INC	1596.26	01/18/13
54272	247 MERCY MEDICAL CENTER	305.73	01/18/13
54273	999998 MICHAEL A. ISENHOWER JR	25.00	01/18/13
54274	250 MICROMARKETING ASSOCIATES	51.98	01/18/13
54275	253 MID-STATES ORGANIZED	200.00	01/18/13
54276	252 MIDCONTINENT COMMUNICATIONS	305.64	01/18/13
54277	855 MIDWEST BUSINESS SYSTEMS	938.00	01/18/13
54278	1586 MIDWEST WILDLIFE SERVICES, LLC	4800.00	01/18/13
54279	261 MON-DAK HTG & PLG, INC.	2604.00	01/18/13
54280	243 MONTANA DAKOTA UTILITIES	20427.35	01/18/13
54281	1175 MONTANA DAKOTA UTILITIES	1300.00	01/18/13
54282	270 MURPHY MOTORS, INC.	1330.95	01/18/13
54283	275 NAPA AUTO PARTS	1923.14	01/18/13
54284	919 ND 911 ASSOCIATION	50.00	01/18/13
54285	284 ND BLDG OFFICIALS ASSOC.	30.00	01/18/13

54286	303 ND POST BOARD	220.00	01/18/13
54287	311 ND STATE RADIO COMM.	480.00	01/18/13
54288	320 NEMONT	5065.51	01/18/13
54289	333 NORTHWEST SUPPLY CO.	512.75	01/18/13
54290	344 ONE FULFILLMENT	257.40	01/18/13
54291	1055 PARTS CENTRAL - HEIL ENVIRONMENTA	475.44	01/18/13
54292	999999 PAUL BESTON	89.68	01/18/13
54293	1757 PDR Network	53.95	01/18/13
54294	999999 PETE BRADLEY	168.61	01/18/13
54295	607 PETERBILT OF WILLISTON	331.17	01/18/13
54296	359 PRAXAIR DISTRIBUTION INC	523.34	01/18/13
54297	641 PREBLE MEDICAL SERVICES, INC	159.00	01/18/13
54298	362 PRO SAFE PEST CONTROL	78.75	01/18/13
54299	1712 Professional Microsystems	7278.59	01/18/13
54300	619 PUMPKIN BOOKS Inc.	87.55	01/18/13
54301	367 QUILL CORPORATION	1095.46	01/18/13
54302	390 RICHARD A. JOHNSON	2801.43	01/18/13
54303	999999 ROBERT JOHNSON	1775.00	01/18/13
54304	999998 RYAN J. ALLEN	25.00	01/18/13
54305	1749 S & S Sales Inc.	3189.00	01/18/13
54306	407 SALEM PRESS, INC.	420.00	01/18/13
54307	415 SELECT FORD	485.82	01/18/13
54308	563 SHERWIN INDUSTRIES, INC	83.47	01/18/13
54309	420 SHERWIN-WILLIAMS	193.06	01/18/13
54310	1576 SMITH TRAVEL RESEARCH	2800.00	01/18/13
54311	436 STONEY CREEK KENNELS	3000.00	01/18/13
54312	1186 SYN-TECH SYSTEMS, INC.	129.50	01/18/13
54313	1756 The Child's World	377.82	01/18/13
54314	447 THE SHOPPER	48.00	01/18/13
54315	453 THRIFTY WHITE PHARMACY	674.13	01/18/13
54316	918 TIOGA PUBLIC SCHOOL DISTRICT #15	951.15	01/18/13
54317	999 TITAN MACHINERY	625.24	01/18/13
54318	1436 TOTAL SAFETY U.S., INC	530.72	01/18/13
54319	460 TRACTOR & EQUIPMENT CO.	2716.12	01/18/13
54320	1750 TRAFFICWARE	4647.00	01/18/13
54321	463 TRIANGLE ELECTRIC	1173.54	01/18/13
54322	750 UPS	22.17	01/18/13
54323	478 UPSTART	544.15	01/18/13
54324	484 VERIZON WIRELESS	1730.60	01/18/13
54325	489 VISA	193.35	01/18/13
54326	1126 VOGEL LAW FIRM	562.21	01/18/13
54327	1249 WASTE NOT RECYCLING LLC	5601.60	01/18/13
54328	496 WCS TELECOM	850.99	01/18/13
54329	501 WESTERN VET CLINIC	45.00	01/18/13
54330	503 WESTLIE MOTOR CO.	530.61	01/18/13
54331	623 Wex Bank	2879.12	01/18/13
54332	999998 WILLIAM E. HOLLER	25.00	01/18/13
54333	999998 WILLIAM E. HOLLER	25.00	01/18/13
54334	531 WILLIAMS COUNTY AUDITOR	4573.13	01/18/13

54335	532 WILLIAMS COUNTY HIGHWAY DEPT.	276.69	01/18/13
54336	509 WILLISTON AREA CHAMBER	200.00	01/18/13
54337	514 WILLISTON COMMUNITY LIBRARY	70.00	01/18/13
54338	518 WILLISTON HERALD	4873.62	01/18/13
54339	519 WILLISTON HOME & LUMBER	314.87	01/18/13
54340	523 WILLISTON POLICE ASSN.	120.00	01/18/13
54341	526 WILLISTON TRUE VALUE	94.99	01/18/13
54342	530 WILLISTON/WILLIAMS COUNTY - LEC	16.44	01/18/13
54343	535 YVONNE TOPP	65.30	01/18/13

Grand Total 427 \$ 2,816,237.55

- (2.) Application for a Local Permit or Charity Local Permit
 - a.) Lewis and Clark PTO: March 21, 2013 – Raffle
 - b.) Concordia Lutheran Church: February 12, 2013 - Raffle
- (3.) Application for Local Site Authorization to Conduct Games of Chance
 - a.) North Dakota Chapters of Delta Waterfowl, Inc.: Previously approved, this is for a change of venue
- (4.) Special Permit to Sell Alcoholic Beverages
- (5.) Application for Arborist License
- (6.) Application for Pesticide Applicator's Permit
- C. Building Official
 - (1.) Application for Master Plumbers License
 - a.) Raymond R. Sadivar – SOS Plumbing
 - (2.) Application for Journeyman Plumber License
 - a.) Juan R. Salivar – SOS Plumbing
 - (3.) Application for Journeyman Mechanics License
 - a.) Justin Nelson – Custom Aire Inc.
 - b.) Brian Bork – Custom Aire Inc.
 - c.) Travis Horney – Custom Aire Inc.
- D. City Planner
 - (1.) Request to set Public Hearing for Ordinance 961, Amending Section 21 of Ordinance 613; Zoning Ordinance of the City of Williston
- E. Assessor
 - (1.) Exemptions
 - a.) Garden Homes Rearrangement #3, City of Williston; Abatement due to fire damage.

MOTION BY BOGAR, SECONDED BY KLUG, to approve the Agenda as presented.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0

- 3. Bid Openings
- 4. Public Hearings
- 5. Accounts, Claims and Bills Not Approved in the Consent Agenda
- 6. Ordinances
- 7. Petitions, Communications and Remonstrance's
- 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
9. Report of Department Heads
- A. City Auditor
 - B. Attorney
 - C. Director of Public Works/City Engineer
 - (1.) Sunset Subdivision request for Special Assessment Improvement District

Mr. Meiers presented a map that showed the names of property owners who have requested City water and sewer extensions to their property under a special assessment district. Asking for direction as to whether or not a district should be created and if so if it would just be for those properties or should it try to encompass the remainder of the Sunset Subdivision to 139th.

His opinion is that they should send out notices and see what kind of interest there is from the other property owners and if there is enough interest then try to expand it and if there is not enough interest then it should just include the property owners shown on the list and create a design that fits those properties.

The Commission agrees that a notice should be sent out to see if there is enough interest from the other property owners and then proceed from there.

(2.) Waste Water Treatment Plant Update

Mr. Meiers turned this item over to Dave Johnson from AE2S to give an informational update on the Waste Water Treatment Plant project.

The interim facility is a filtration and disinfection processes that is 85% complete. Power was brought to the site last week and they expect to be operational by the end of the month.

The third major facility for the interim project is the F1 Force Main. This was put in to take the discharge from this interim site over the levy to the Missouri River. The Corps of Engineers has concurred that it is installed to the proper size for the final facility. This is a piece of the infrastructure that will be used for the permanent facility. The total cost of the temporary facility is approximately \$6,800,000.

Another piece of the work that has been going on in the last year is starting the design on the future facility. The Corps has agreed that the best location for the permanent facility is a mechanical facility in the same location as the original facility and that it will be raised up so that in case of a flood that facility would not be inundated by water so you would not lose it. You may not be able to get waste water to it in an event like that but once the water recedes you would again be operational and you would not have lost that major piece of infrastructure.

The interim facility has some weaknesses that require some extra monitoring and so on. It is sized so that the population can grow up to 24,000 on average. It does have some extra pumping capacity but you are limited on how much you can discharge to the river based on the flow in the backchannel along the levy. This is

not intended to be your long-term solution; the City is probably pretty close to that population right now. The interim facility also has no ammonia treatment and the health department has granted a waiver but only for the interim facility and only for a certain amount of time.

There has been a roughly 50% increase in flow from 2010 to the present. The operators of the ponds estimate that the City will not have to discharge until mid to late April.

The interim facility according to the agreement with the health department needs to be up and running by January 31, 2013, which we should have no problem with.

The preliminary engineering is being done on the new facility and that project is estimated to be completed in April. In the table that was provided there is a deadline, the current status and the actual estimated date to be completed. If the final environmental assessment is completed by July 2013 the final design for the new facility must be submitted to the health department by January 2015 the current schedule is to actually complete it by January 2014. The deadline to advertise for bids for the new facility is April 1, 2015 but at the current schedule, it should be done March, 2014. According to the compliance schedule construction of the new facility must begin by July 1, 2015 but it should begin May 2014. The problem with the project schedule is that we need to find funding for the project which is estimated to run approximately \$50,000,000. So we will need to move forward with financial planning in order to meet this compliance schedule. As part of the preliminary engineering process we need to understand what the financial restraints are going to be so that we can phase this project properly.

The basis of the design for the future facility for phase I based on 40,000 people. The ultimate size of the project is set up to cover 80,000 people. The discharge limits for the design for this project are very tight. That actually came about because of the flows in the Missouri River during the fall were low and the flows in the backchannel where the discharge were very low. So this water is going to have to be treated very aggressively in order to continuously discharge into the back waters of the Missouri.

Also, the facility will have to be run 24 hours a day rather than the way the current facility is run. This will be a lot more like the drinking water plant where it has to be operated; there are a lot of biological processes that have to be maintained.

Bio solids disposal is another policy decision that needs to be made, whether to landfill it or land farm it.

The decision points for this project are the funding requirements, how to hand the liquid stream biological process, solids disposal and then naming the facility.

Work to be completed in 2013 is the interim facility startup/operations, backchannel compliance monitoring and Corps channel repair. When they bored underneath that channel in the levy and they were pulling the pipe they actually broke the seal in the bore. So that will have to be repaired.

On the future facility a draft preliminary design should be completed in March and the final in April, then proceeding onto the detailed design which will take about eight months.

(3.) Cost Participation Agreement with NDDOT __MCM

The DOT is looking for a Cost Participation Maintenance Agreement for the East Truck Route turning lane improvements. They are asking for the City as well as the County to sign the agreement. There is no cost for the City except for the agreed upon maintenance winter and miscellaneous maintenance for the road.

Commissioner Cymbaluk has a question about the wording that there is a "second agreement which will be created for the permanent bypass." Commissioner Cymbaluk wants to know if that means that the City will take over the permanent bypass. Mr. Meiers stated that he hoped not, "but if you recall they were going to go out and study alternate routes to see if there was a better route than where it exists today on County Road 9 and as soon as they decide on that they will come back on what improvements are needed if any.

MOTION BY BOGAR, SECONDED BY CYMBALUK, to approve the Cost Maintenance Agreement as presented by Mr. Meiers.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0

(4.) Approval for going out for Construction Bid: Hagan/Slingsby Drainage

MOTION BY BOGAR, SECONDED BY CYMBALUK, to approve the request to go out for bid for a February 21, 2013 bid opening at 3:00 pm at City Hall as presented by Mr. Meiers.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0

(5.) Approval for going out for Construction Bid: 8th Ave W Improvement District

The following information was presented by Monte Meiers:

The Eighth Avenue West Improvements has two resolutions that are necessary to go out for construction bids for the project Storm Sewer Improvement District 13-2. This is where MDU plans to build their new facility. It heads down to Red River Supply. We are looking to put in a new storm sewer along 8th Avenue west from 2nd Street West going south to the northern Burlington Northern Santa Fe Railroad right of way line and then southeasterly along the north railroad right of way line to the existing 6th Avenue West storm sewer.

Then we are also looking at doing a Water, Sewer and Street Improvement District (13-3) for that block. We separated them out because one requires a protest hearing and the other does not. The Resolutions would allow us to go out for a Construction Bid for February 21, 2013 bid opening. There will be a protest hearing

on this. Public Works will send out a Notice of the Costs to let the people know that if they disagree they have a right to protest this Improvement District. The protest meeting is set up for February 26, 2013 at the second City Commission meeting in February.

MOTION BY CYMBALUK, SECONDED BY BOGAR, to approve Storm Sewer District 13-2 as presented by Mr. Meiers.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0

MOTION BY KLUG, SECONDED BY CYMBALUK, to approve Water, Sewer and Street Improvement District 13-3 as presented by Mr. Meiers.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0

(6.) Approval for going out for Construction Bid: Landfill Equipment

This is a request for authorization for a Call Bids for equipment at the Landfill that has been budgeted for 2013. This equipment is a Wheel Loader, a Diesel Tractor and Rear Load Refuse Truck.

MOTION BY KLUG, SECONDED BY CYMBALUK, to approve the request to go out for bid for the equipment as presented by Mr. Meiers.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0

- D. Fire Chief
 - E. Chief of Police
 - F. Building Official
 - G. City Planner
- (1.) Northern Area Annexation Update

Donald Kress presented the following information for informational purposes only:

The deadline for protests for the annexation was on January 16, 2013. The protests were recorded as follows:

<u>Total Protests</u>	
Total Acres:	4835.44
Parcels Protested:	102
Total Property Owners Protesting:	67
Acres Protested:	897.07
Percentage of Totals:	18.56%

Total Protests Minus Waivers of Protest

Parcels with signed waivers	19
Acres with signed waiver	77.58
Total Acres without waiver	819.49
Percent of Total	16.95%

Crew Camps

Part of the Northern Annexation area is in Williams County, part of the area is within the one mile jurisdiction of the City of Williston. There are a number of “Crew Camps” located in this area that were allowed by conditional use permit in Williams County. These camps generally have the following features: They do not fit into the City’s temporary workforce housing ordinance because the residents of the camps are not employees of the property owners of the camps. The county crew camps will be non-conforming uses in the City. They received a two-year permit from Williams County; renewals would be for two years. There is not a limit on the number of renewals. Many of the permits for these county crew camps will expire in the first half of 2013 some of them as early as February.

The SPU (Special Permit Use) Committee, which was originally formed to consider how renewals of permits under the City’s temporary workforce housing ordinance should be reviewed, has also considered the question of how the county crew camps taken into the City through annexation should be addressed. The Committee realizes that the City’s trend is toward permanent housing while the crew camps were always portrayed as temporary housing. Thus, there should be some plan to step down the capacity of the camps over time. At the same time, employers should be encouraged to seek or construct housing options other than crew camps for their employees. However, the Committee also realizes that some sort of crew housing needs to be in place as a housing option for some time into the future – if permanent housing is built for a population the city knows will be temporary, the city could end up being significantly over-built when that temporary population moves on.

With those points in mind, the Committee recommends a policy with the following features:

1. Crew camps brought into the city will be non-conforming uses; they will be allowed to operate under their current permit until that permit expires, but cannot expand.
2. Crew camp permits should be allowed to renew for one year under the current conditions. In subsequent extensions, the crew camps will be required to reduce their capacity by 10% to 25% per year.
3. Permit renewals for workforce housing under the city’s temporary workforce housing renewals should be reviewed under the same conditions as the renewals for the crew camps taken into the city through annexation.
4. Crew camps taken into the city through annexation must meet city building, plumbing, fire, and other codes within a reasonable time after annexation.

In addition, it has come to the SPU Committee’s attention that some crew camps in the county offer hotel-like short stays and low nightly rates, rather than the long-term contract arrangements these crew camps were originally intended for. The

Committee recommends that crew camps taken into the city through annexation must end the short-term arrangements within 30 days of annexation and allow their facilities to be used only under long-term contracts.

The Williams County Director of Tax Equalization has verified that the tax status of these crew camps – whether they pay crew camp fees or property taxes – will not be affected by annexation.

A meeting is scheduled for next week with the County to work together to discuss these issues and to try to come up with policy recommendations to bring back to the City Commission.

- H. Economic Development
 - I. Airport
 - J. Assessor
 - K. Convention and Visitor's Bureau
 - L. DES
- (1.) Address Issue Recap – Mike Hallesy and Kelly Aberle

Mike Hallesy and Kelly Aberle presented the following information:

With the Annexations to the city, extra-territorial jurisdiction and proposed Annexations, addressing has become comingled with a mix of urban and rural addresses. This poses issues for emergency response as well as location of addresses for delivery of goods and services.

We propose to create a large grid block of the growth area around the City of Williston which would allow orderly addressing. Portions of the area will still remain in the County jurisdiction but would have a municipal address to keep consistency within the growth block.

This plan would include a defined area so an address point outside the growth block would be issued or retain a rural address. Address points within the growth block would be converted to municipal addresses; any new addresses issues would be implemented at the time of the building permit using the new address grid. Existing addresses would be completed in phases moving them to the municipal address system.

In order to pursue this plan, we will need to address the following:

1. We will need an engineer or firm to help us create the master grid. This is not a budgeted item; we are seeking Commission approval to fund the project. We estimate this could cost \$30,000 – \$50,000.
2. We need to seek guidance on whether the project should move forward through the RFP process or competitive bids.

Discussion ensued regarding whether or not an engineer was required for the readdressing project, and then whether or not because it is a community enhancement project, would it possibly qualify for a STAR Fund grant.

10. Appointments and Consultations with Officers
11. Unfinished Business
 - A. J1 Visa Program

Commission Klug and Bill Tracy presented the following information.

Commissioner Klug, Bill Tracy, a building inspector and the fire chief all went to Dickson Hall to inspect the building. When they arrived they found that the building was three quarters occupied with students. The building is habitable the way it is, but there are some safety issues to bring it up to the current building code, so long as the usage is kept the way it is and the R1 zoning remains in effect.

The inspection started in the basement the structure and foundation are sound and there are no leaks.

The mechanical room needs some work; it is strong combustion air from the attic which is against current code.

The glaring emergency life safety issues that should be addressed are that the building should have sprinkles, alarms and smoke detectors installed throughout the building. A verbal estimate for these and to have fire stop walls is \$115,000.

The boilers as well as the hot water heaters are drawing their combustion air from a vent to the attic space making the utility room space non code compliant. A fresh air system would need to be installed that would supply outdoor combustion air supply for the fuel burning appliances preferable synchronized to cycle on as the unit cycles on. The cost estimate for this is \$15,000.

There are two bathrooms that should be made handicap accessible and because they are small, remodeling would have to include moving the wall behind them that backs up to the common laundry area. This would cost approximately \$75,000.

Several rooms that need to be remodeled including the common shared kitchen it needs to have new appliances and electrical wiring updated and a code compliant exhaust hood installed. Lead and asbestos testing needs to be done prior to the remodel. This would run approximately \$65,000.

This residential dwelling unit appears to be structurally sound. There are approximately 16 individual units. Each consist of a common sitting area, three individual bedrooms and a common bathroom area. Each bedroom appears to have two beds and a desk. The beds are industrial quality steel, like institutional beds. The bathroom has a shower stall, two sinks and a water closet. The total number of people able to cohabitate per unit can be assumed at the current rate of six. The total occupancy of the building therefor could be considered at 96. Only a sampling of units were actually viewed as the majority of the building was occupied by students. An assumption can be made that all rooms are currently fully functional. There is also an additional unit that is currently utilized by the house monitor. Our recommendation is that the monitor unit be remodeled as necessary and utilized for the code required handicap accessible unit. We could not access the unit to inspect it, however a budgetary number of approximately \$45,000 should modify the

bathroom, minor nonstructural alterations, a larger door opening, paint and carpet seem reasonable.

It is our opinion that potentially a sub panel may need to be installed to accommodate the addition of the alarms, smoke detectors as well as gfi required circuits for the modifications to the kitchen, two handicap bathrooms and the handicap living quarters bathroom. The cost estimate on this would be approximately \$17,500.

The building currently has a handicap ramp and automatic door that meets code. However, the threshold of the door needs to be replaced as it sits more than three quarters of an inch high. A zero clearance threshold should be installed. This cost is very minimal. Additional thoughts for the building are that we feel the carpet is still serviceable; however, it should be professionally cleaned. The boiler appears to be serviceable as well but may need to be evaluated by a mechanical company. Furthermore, the furnishings in the common areas appear to be worn and could probably stand to be replaced, possibly through community donations.

Many habitable areas and items at this property were obscured by locked doors. This often includes but is not limited to walls, floors, windows, inside and under cabinets, under sinks, on counter tops, in closets, behind window coverings, under rugs or carpets, and under or behind furniture. Areas around the exterior and in the attic may also be obscured by stored items. The Commissioners should be aware that when furnishings, stored items or debris are eventually moved, damage or problems that were not noted during the inspection may be found.

We did an inspection of the crawlspace. It was our determination that the foundation is structurally sound. The space is dry, the perimeter is insulated and the plumbing appeared to be in good condition. There are some recommendations we would like to address. The floor was dirt and we would like a 6 mil poly barrier installed, which is required by code. Also, it appears that the bearing knee wall joists were never fastened. Attachment of the joists to the walls is required.

This will be continued in consultation with the Committee, and the request is that it be removed from the agenda for now.

MOTION BY KLUG, SECONDED BY CYMBALUK, to remove this item from the agenda.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0

B. Serka Proposal

Mr. Meiers stated that they have a draft agreement, but that he would like to discuss it with the City Auditor and a couple of the Commissioners before the next meeting and look at the numbers before we move forward.

Mr. Ross Graves stated that they believed they were close to an agreement and that they hoped it would be brought back in front of the Commission at the next meeting to present a final agreement for consideration.

This shall be continued on to the next meeting.

12. New Business
13. Executive Session
14. Adjourn

MOTION BY BOGAR, SECONDED BY CYMBALUK, to adjourn.

AYE: Klug, Cymbaluk, Bogar & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: E. Ward Koeser

CARRIED: 4-0