

**OFFICIAL PROCEEDINGS
BOARD OF CITY COMMISSIONERS
MAY 14, 2013 6:00 P.M.
CITY HALL WILLISTON, NORTH DAKOTA**

1. Roll Call of Commissioners

COMMISSIONERS PRESENT: Brad Bekkedahl / Kayla Buck, Howard Klug / Dean Bartschi, Tate Cymbaluk (appearing telephonically for a portion of the meeting) / Reid Halvorson, Brent Bogar / Tanner Ring & E. Ward Koeser / Zach Corneliusen

COMMISSIONERS ABSENT: Tate Cymbaluk for a portion of the meeting

OTHERS PRESENT: Karen Larson / Jordan Monson, Donald Kress, James Lokken / Kayla Barke, Pete Furuseth / Julia Adamson, Steven Kjergaard, Alan Hanson / Derek Booth, Monte Meiers / Austin Alexander, Rachel Ressler, Bill Tracy / Madison Cote, Shawn Wenko / Sarah Pippin, Scott Boyer, Rachel Sawicki, Robert Hanson, David Tuan, Boy Scout Troop 368

Add Agenda Items:

2. B. (2.) (b.) Relay for Life – Raffle 7/1/13 – 7/31/13.

9. C. 5. WBI Agreement – Williston Basin Industrial Pipeline Relocation Agreement

Remove Agenda Items:

9. G. (4.) Request to Annex approximately 71 acres Applicant: Ironpoint Development

MOTION BY RING, SECONDED BY BARTSCHI, to amend the Agenda as presented.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

2. Consent Agenda

A. Reading and Approval of Minutes for:

(1.) Regular Meeting Dated April 23, 2013

B. Auditor

(1.) Accounts, Claims and Bills

Combined Check
Register

For checks between: 04/23/13 - 05/13/13

Check #	Vendor/Employee/Payee Number/Name	Check Amount	Date Issued
-78846	56169 KATHERINE E. BERWICK	1352.15	05/03/13
-78845	56297 BRENDA D'ANGELO	213.87	05/03/13
-78844	12020 RANDY M DONNELLY	1557.54	05/03/13
-78843	12017 JOHN L. KAUTZMAN	2708.77	05/03/13
-78842	56240 KAREN D. KUEHL	872.85	05/03/13
-78841	56168 AARON G. MITCHELL	867.44	05/03/13
-78840	56287 SHARNELL NIX	501.12	05/03/13
-78839	56255 CHELSEA S CAVANAUGH	659.83	05/03/13
-78838	13026 KEVIN W. CRAFT	1077.12	05/03/13
-78837	56195 JACKIE L. HATCH	718.74	05/03/13

-78836	56206 DANIELLE HENDRICKS	1036.66	05/03/13
-78835	56118 KATALIN C. MAGYAR	686.49	05/03/13
-78834	56274 MEGAN NYGARD	361.91	05/03/13
-78833	56225 SUSAN E. SCHNEIDER	1085.80	05/03/13
-78832	13025 JOLEEN S. TINKER	1228.29	05/03/13
-78831	18021 ROBERT J. BENTH	36.94	05/03/13
-78830	18022 SHARYL J. BUSCH	2102.93	05/03/13
-78829	56162 JOSHUA A. BUTLER	1271.08	05/03/13
-78828	56237 ADEN A CLARK	965.45	05/03/13
-78827	18028 DAVID C. DONNER	1772.75	05/03/13
-78826	56127 RICHARD S. FISHER	213.51	05/03/13
-78825	56259 ANDREW FOURNELL	1720.77	05/03/13
-78824	56193 CYNTHIA L. GARDNER	503.34	05/03/13
-78823	18001 ALAN K. HANSON	2206.19	05/03/13
-78822	56101 SUSAN G. HOLMEN	361.97	05/03/13
-78821	56201 JENNA JONES	387.66	05/03/13
-78820	18027 STEVEN D. KERZMANN	2368.98	05/03/13
-78819	18096 TRACY C. KERZMANN	1732.55	05/03/13
-78818	56107 VICTORIA L. KREGER	438.96	05/03/13
-78817	18099 ERICA J. MYERS	1013.01	05/03/13
-78816	18024 JONATHON RASMUSSEN	2054.30	05/03/13
-78815	18070 JEANNE M. SAGASER RASSIER	1663.78	05/03/13
-78814	56130 ANDREW A. SAILER	1422.68	05/03/13
-78813	18097 DUANE S. WINTER	33.25	05/03/13
-78812	56174 SAM M. AIDE	1143.78	05/03/13
-78811	56166 RYAN J. ALLEN	1052.97	05/03/13
-78810	56273 JASON BARTEN	1559.64	05/03/13
-78809	19024 DAVID L. BELISLE	1307.19	05/03/13
-78808	56246 HUGH E BENZEN	953.08	05/03/13
-78807	19092 DUSTIN J. BERTSCH	1543.47	05/03/13
-78806	19028 MARK R. BITZ	1822.51	05/03/13
-78805	56097 ALAN C. BRATT	891.80	05/03/13
-78804	56121 DUSTIN R. CELANDER	1132.18	05/03/13
-78803	19076 CORY G COLLINGS	1962.71	05/03/13
-78802	56113 MINDY SUE DEGENSTEIN	1034.35	05/03/13
-78801	56278 DANIEL DERY	916.81	05/03/13
-78800	56173 RODNEY H. DICKERSON	1264.81	05/03/13
-78799	56289 STACEY EISSINGER	678.06	05/03/13
-78798	56183 AMBER M. GILMORE	1411.90	05/03/13
-78797	19009 LINDA R. GRANBOIS	1142.43	05/03/13
-78796	56147 JACOB J. GREGORY	1521.34	05/03/13
-78795	19082 RANDY M. HAUGENOE	1497.52	05/03/13
-78794	56285 TYLER HOFF	771.38	05/03/13
-78793	56210 WILLIAM E. HOLLER	1440.73	05/03/13
-78792	56102 MICHAEL A. ISENHOWER JR	1733.82	05/03/13
-78791	56182 AARON R. KAMPA	941.11	05/03/13
-78790	19012 THOMAS L. LADWIG	1877.63	05/03/13
-78789	19011 JAMES L LOKKEN	2629.52	05/03/13
-78788	56082 TRAVIS J. MARTINSON	953.00	05/03/13

-78787	56061 AMY D. NICKOLOFF	1191.61	05/03/13
-78786	19014 KENNETH B. OWENS	1842.32	05/03/13
-78785	19098 DAVID A. PETERSON	1153.59	05/03/13
-78784	56181 TREVOR J. ROBERTS	941.09	05/03/13
-78783	56148 JONATHAN D. ROGGENKAMP	694.41	05/03/13
-78782	13027 CRYSTAL A. SCHAUBEL	1511.54	05/03/13
-78781	56052 JAMESON J. O. SEIM	1325.79	05/03/13
-78780	19077 MICHAEL S. WILSON	1604.84	05/03/13
-78779	19100 RYAN C. ZIMMERMAN	1479.32	05/03/13
-78778	56157 BENJAMIN W. ABBEY	1146.53	05/03/13
-78777	20047 KELLY M. ABERLE	1586.99	05/03/13
-78776	26039 DIANE K. ALBRIGHTSON	1171.31	05/03/13
-78775	56268 MELISSA BUNESS	805.23	05/03/13
-78774	56209 MARTIN L. COLGAN	1492.16	05/03/13
-78773	56296 JOE DOSS	853.46	05/03/13
-78772	56270 WILLIAM TRACY III	1390.40	05/03/13
-78771	56220 TRUNG THANH LE	1442.91	05/03/13
-78770	21040 MONTE C. MEIERS	2000.52	05/03/13
-78769	21054 WAYNE A WIEDRICH	2031.90	05/03/13
-78768	22020 ROBERT D. KNAPPER	1856.96	05/03/13
-78767	56214 MICHAEL J. BEARCE	1208.97	05/03/13
-78766	56282 CHASE FORD	1.71	05/03/13
-78765	56128 VERNON L. HENDRICKSON	1461.74	05/03/13
-78764	56244 ROY LONG	606.83	05/03/13
-78763	56288 CHRISTOPHER MALONE	793.65	05/03/13
-78762	56167 MATTHEW TUTAS	1741.44	05/03/13
-78761	56275 JOSEPH CLARYS	1256.63	05/03/13
-78760	24019 ROBERT D. COUGHLIN	535.04	05/03/13
-78759	24018 EFFIE J. IVERSON	1457.71	05/03/13
-78758	24017 STEVEN W. JENSEN	1191.17	05/03/13
-78757	56284 SABRINA NIELD - PHILLIPS	1060.79	05/03/13
-78756	24013 THOMAS C. POTTER	1286.39	05/03/13
-78755	56104 DANIEL W. TUPA	1086.44	05/03/13
-78754	25110 KENNETH W. BERGSTROM	2358.43	05/03/13
-78753	56286 MONICA KELLEY	731.56	05/03/13
-78752	12029 LORI A. LARSEN	951.07	05/03/13
-78751	56252 DIANE THOMPSON	925.69	05/03/13
-78750	56164 JACOB T BLOODGOOD	563.50	05/03/13
-78749	56232 ELVIS DINZON	1076.17	05/03/13
-78748	27076 DANNY R. GERGEN	1766.65	05/03/13
-78747	56091 JAMES A HAGA JR	272.03	05/03/13
-78746	56241 DINA KINDELSPIRE	872.41	05/03/13
-78745	56175 ERIC C. OLSON	1416.66	05/03/13
-78744	56234 JOSEPH REIFENSTAHL	863.43	05/03/13
-78743	56266 MARK RIDDLE	1070.25	05/03/13
-78742	56084 KENNETH R. BOYKIN	1416.72	05/03/13
-78741	56112 GARRISON CANTER	1363.20	05/03/13
-78740	56114 ANTHONY D. DUDAS	1441.83	05/03/13
-78739	56086 STEVEN C. KJERGAARD	1848.00	05/03/13

-78738	56120 VICTORIA M. RUBLE	1409.14	05/03/13
-78737	56100 BILLY J. BAKER	889.77	05/03/13
-78736	56200 GINA MOTT	797.09	05/03/13
-78735	34017 KENT A. JARCIK	2132.72	05/03/13
-78734	56223 DONALD KRESS	1405.24	05/03/13
-78733	56277 CHEYENNE POTTRIDGE	519.24	05/03/13
-78732	56239 RACHEL K. RESSLER	934.13	05/03/13
-78731	34016 ELAINE B. SINNESS	840.08	05/03/13
-78730	35025 JOSILYN F BEAN	1062.65	05/03/13
-78729	56267 SUZANNE GAUT	34.69	05/03/13
-78728	56155 SCOTT R. MOLSTAD	1979.59	05/03/13
-78727	56079 BRENDA SEPTKA	1218.35	05/03/13
-78726	36006 NEIL W. BAKKEN	1723.37	05/03/13
-78725	56176 CHAUNCEY CARR, JR.	1714.64	05/03/13
-78724	56211 WAYNE E. BEARD	808.75	05/03/13
-78723	56263 CHRISTINA BECK	346.10	05/03/13
-78722	56212 AMELIA A. BICKLER	199.48	05/03/13
-78721	56039 KERI L. BODA	826.02	05/03/13
-78720	56144 CRYSTAL M. BONNER	19.28	05/03/13
-78719	48102 KAYLA J. HELL	239.00	05/03/13
-78718	56111 ANDREA L. MITCHELL	0.13	05/03/13
-78717	56299 JENNIFER SHEPHERD	541.36	05/03/13
-78716	48013 DEBORAH A. SLAIS	1252.60	05/03/13
-78715	48034 YVONNE A. TOPP	534.37	05/03/13
-78714	52011 ANN M. KVANDE	1586.19	05/03/13
-78713	56041 BARBARA J. PETERSON	1156.55	05/03/13
-78712	52003 THOMAS C. ROLFSTAD	1509.14	05/03/13
-78711	56283 RACHEL SAWICKI	622.19	05/03/13
-78710	52020 SHAWN WENKO	1672.57	05/03/13
-78709	53005 BOBBI JO CLARKE	1158.93	05/03/13
-78708	56222 VIVIAN KALMIK	160.36	05/03/13
-78707	53002 AMY A. KRUEGER	1621.93	05/03/13
-78706	56271 SABRINA A RAMEY	1123.08	05/03/13
-78705	56213 ROBERT JASON HILLARD	1465.14	05/03/13
-78704	56080 BRAD E. SEPTKA	3047.58	05/03/13
-78703	56150 SAMANTHA R. YODER	971.82	05/03/13
-78702	56025 Michael S. Conlin	77.57	05/03/13
-78701	56026 Scott Copenhaver	129.29	05/03/13
-78700	56013 Josh S. Mosbrucker	129.29	05/03/13
-78699	56179 Duane S. Winter	179.71	05/03/13
-78698	DEFERRED COMP NATIONWIDE RETIREMENT SO	17430.08	05/02/13
-78697	ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE	1072.50	05/02/13
-78696	FIT U.S. TREASURY	108213.87	05/03/13
-78695	FIT U.S. TREASURY	3629.59	05/07/13
-78694	MERITAIN HEALTH MERITAIN HEALTH	839.83	05/13/13
56016	SIT ND STATE TAX COMMISSIONE	31993.98	04/23/13
56017	999999 WILLIAM COOK	180.00	04/23/13
56018	999999 JEROME JOHNSON	250.00	04/23/13
56019	999999 SETH MOEN	1100.00	04/23/13

56020	999999 JASON FLORES	20.00	04/23/13
56021	673 CLERK OF DISTRICT COURT	500.00	04/23/13
56022	673 CLERK OF DISTRICT COURT	250.00	04/23/13
56023	673 CLERK OF DISTRICT COURT	250.00	04/23/13
56024	673 CLERK OF DISTRICT COURT	500.00	04/23/13
56025	1724 UNITED STATES TREASURY	60.66	04/23/13
56026	673 CLERK OF DISTRICT COURT	500.00	04/23/13
56027	999999 DOUG HANSEN	8228.62	04/23/13
56028	433 ND TAX COMMISSIONER	1850.19	04/23/13
56029	851 WILLISTON COUNCIL FOR THE AGING,	26680.64	04/24/13
56030	851 WILLISTON COUNCIL FOR THE AGING,	19374.62	04/24/13
56031	AMERICAN NATION AMERICAN NATIONAL LIFE I	240.56	04/24/13
56032	APARTMENT BH10 VALLEY RENTAL - BAKKEN H	28020.00	04/24/13
56033	APARTMENT BH2 VALLEY RENTAL - BAKKEN H	2820.00	04/24/13
56034	APARTMENT BH5 VALLEY RENTAL - BAKKEN H	20070.00	04/24/13
56035	APARTMENT BH7 VALLEY RENTAL - BAKKEN H	24300.00	04/24/13
56036	APARTMENT BH8 VALLEY RENTAL - BAKKEN H	5460.00	04/24/13
56037	APARTMENT BH9 VALLEY RENTAL - BAKKEN H	24300.00	04/24/13
56038	FIDELITY SECURI FIDELITY SECURITY LIFE I	157.62	04/24/13
56039	LINCOLN MUTUAL LINCOLN MUTUAL LIFE & CA	1195.00	04/24/13
56040	851 WILLISTON COUNCIL FOR THE AGING,	7929.81	04/26/13
56041	673 CLERK OF DISTRICT COURT	0.00	04/26/13
56042	999999 MATTHEW ERICKSON	450.00	04/26/13
56043	999999 MOISES SANTANA	120.00	04/26/13
56044	999999 BRIAN LINDSEY	209.00	04/26/13
56045	999999 DONALD SPECK	274.29	04/26/13
56046	649 WAL-MART SUPERCENTER	25.71	04/26/13
56047	999999 DOUGLAS LANDRU	10.00	04/26/13
56048	AFLAC AMERICAN FAMILY LIFE ASS	1801.29	04/26/13
56049	ND PEA NDPEA	54.00	04/26/13
56050	999999 MICHAEL FESKO	500.00	04/30/13
56051	470 US POSTAL SERVICE	1227.68	04/30/13
56052	1798 CONTINENTAL COMPUTERS	629.70	05/01/13
56053	851 WILLISTON COUNCIL FOR THE AGING,	23148.99	05/01/13
56054	PERS NORTH DAKOTA PUBLIC EMPL	87113.65	05/02/13
56055	12026 KAREN P. LARSON	1064.85	05/03/13
56056	56295 CHERIE SMITH	537.57	05/03/13
56057	17016 THOMAS J. GLENN	1048.71	05/03/13
56058	56292 CAMERON BRADLEY	1466.09	05/03/13
56059	18094 MICHAEL CASLER	23.55	05/03/13
56060	56269 CLAY KAUTZER	1393.58	05/03/13
56061	56250 JUSTIN LOGAN MAYNARD	438.41	05/03/13
56062	56290 BRADLEY SCHERER	896.71	05/03/13
56063	18046 GARVIN SEMENKO	54.02	05/03/13
56064	18020 RICHARD SHEARER	442.83	05/03/13
56065	18048 DARWIN STEVENS	23.55	05/03/13
56066	18078 MICHAEL W. WALTERS	33.25	05/03/13
56067	19095 WALTER H. HALL	1547.14	05/03/13
56068	56243 JACOB R. HENDRICKS	911.35	05/03/13

56069	56279 ALEC RAISBECK	975.57	05/03/13
56070	21041 ROBERT E HANSON	2357.96	05/03/13
56071	56293 DAVID TUAN	2106.04	05/03/13
56072	22021 LES CHRISTENSEN	1696.75	05/03/13
56073	22014 GARY L. GLOVATSKY	1395.79	05/03/13
56074	23126 BRENT E. HANSON	2256.94	05/03/13
56075	23039 BRUCE A. JOHNSON	1486.22	05/03/13
56076	27096 RUSSELL E. MOMBERG	1467.73	05/03/13
56077	56294 SHAWN ZELLMER	1332.17	05/03/13
56078	56189 AMANDA M. KAISER	775.84	05/03/13
56079	25030 PEDAR A. ANDRE	1408.24	05/03/13
56080	27058 DAVID LEE BELL	2238.06	05/03/13
56081	56187 STEPHEN R. KOHLER	610.17	05/03/13
56082	25106 RICHARD S. ODEGARD	1357.08	05/03/13
56083	27067 RICHARD D. BORUD	1456.80	05/03/13
56084	27062 DWIGHT J. ELLINGSON	1141.02	05/03/13
56085	23136 JAMES B. ENGEN	2788.46	05/03/13
56086	27091 JOSEPH G. MONSON	1214.18	05/03/13
56087	56258 BRYAN THOMPSON	958.51	05/03/13
56088	31051 GORDON L. SMESTAD	1539.00	05/03/13
56089	56099 531MARK C. AMONDSO	743.67	05/03/13
56090	56264 COREY HEIKKINEN	626.42	05/03/13
56091	32006 WILLIAM M. MCQUISTON	1521.18	05/03/13
56092	56253 STEPHEN OLEGARIO	1496.25	05/03/13
56093	37008 LAVERN GOHL	1510.49	05/03/13
56094	56180 DIANE C. HAGEN	432.44	05/03/13
56095	56276 ELTON LARSON	180.08	05/03/13
56096	56298 SAWYER ZENT	107.32	05/03/13
56097	56066 ZACHARY G. CORCORAN	1755.53	05/03/13
56098	54065 PATRICIA K. FIORENZA	1594.23	05/03/13
56099	56001 David W. Arnson	77.57	05/03/13
56100	56003 Randall H. Bjella	25.85	05/03/13
56101	56116 Tyler D. Carlstad	129.29	05/03/13
56102	56023 Mathew P. Ekblad	159.63	05/03/13
56103	56005 Cory J. Hanson	421.12	05/03/13
56104	56006 Randy D. Hanson	25.85	05/03/13
56105	56030 Martin J. Haug	51.72	05/03/13
56106	56205 Brandon Hoffman	123.79	05/03/13
56107	56034 Blaine C. Jeanotte	209.75	05/03/13
56108	56219 Jeremy V Knapkewicz	103.44	05/03/13
56109	56291 James Laqua	206.86	05/03/13
56110	56238 Ryan Lee	181.01	05/03/13
56111	56281 Joshua Mahlum	155.14	05/03/13
56112	56083 Traver D. Melby	155.14	05/03/13
56113	56012 Miles A. Mortenson	169.34	05/03/13
56114	56016 Kyle J. Rosslund	92.35	05/03/13
56115	56019 Garvin D. Semenko	51.72	05/03/13
56116	56020 Darwin J. Stevens	576.41	05/03/13
56117	56022 Scott S. Tanner	203.57	05/03/13

56118	56027 Michael W. Walters	192.89	05/03/13
56119	APARTMENT BH10 VALLEY RENTAL - BAKKEN H	5280.00	05/02/13
56120	DEL CHILD SUPPO DCSE	135.00	05/02/13
56121	MN CHILD SUPPOR MINNESOTA CHILD SUPPORT	153.00	05/02/13
56122	NC CHILD SUPPOR NC CHILD SUPPORT	205.00	05/02/13
56123	1835 LUDLUM MEASUREMENTS INC	2901.90	05/06/13
56124	851 WILLISTON COUNCIL FOR THE AGING,	165773.28	05/06/13
56125	ND HEALTH ND PUBLIC EMPLOYEES RETI	111549.56	05/07/13
56126	999999 CHESTER BURGESS	450.00	05/07/13
56127	999999 SCOTT KOHLMAN	230.00	05/07/13
56128	999999 DRAKE THOME	100.00	05/07/13
56129	999999 JOSHUA LEBSOCK	150.00	05/07/13
56130	999999 RICHARD EATON	250.00	05/07/13
56131	999999 KEITH NICHOLS	550.00	05/07/13
56132	999999 NINA HUNT	300.00	05/07/13
56133	673 CLERK OF DISTRICT COURT	500.00	05/07/13
56134	673 CLERK OF DISTRICT COURT	500.00	05/07/13
56135	673 CLERK OF DISTRICT COURT	500.00	05/07/13
56136	673 CLERK OF DISTRICT COURT	500.00	05/07/13
56137	673 CLERK OF DISTRICT COURT	500.00	05/07/13
56138	673 CLERK OF DISTRICT COURT	500.00	05/07/13
56139	24013 THOMAS C. POTTER	2539.60	05/03/13
56140	496 WCS TELECOM	1134.13	05/09/13
56141	1845 JORN EVERSON	50.00	05/09/13
56142	1846 LAUREN URBI	15.00	05/09/13
56143	1847 ALISA WIDDER	15.00	05/09/13
56144	1848 JAMES POWERS	20.00	05/09/13
56145	35 BANK OF NORTH DAKOTA	24999.00	05/10/13
56146	415 SELECT FORD	31048.00	05/10/13
56147	415 SELECT FORD	25370.00	05/10/13
56148	999999 NICHOLAS TKACZYK	50.00	05/10/13
56149	999999 EDWARD TURNER JR	100.00	05/10/13
56150	999999 CHRISTOPHER STOKKE	100.00	05/10/13
56151	999999 COLTON HORN	200.00	05/10/13
56152	999999 JESSICA GIBSON	50.00	05/10/13
56153	999999 BAYLESS PUTNEY	150.00	05/10/13
56154	673 CLERK OF DISTRICT COURT	20.00	05/10/13
56155	673 CLERK OF DISTRICT COURT	500.00	05/10/13
56156	1838 424-PRAXAIR DISTRIBUTION INC	34.88	05/13/13
56157	1079 ABL MOBILE LOCK & SAFE	65.00	05/13/13
56158	1596 ACE TOWING	450.00	05/13/13
56159	632 ACKERMAN-ESTVOLD	30772.75	05/13/13
56160	1638 ADDCO Office Systems, Inc.	107.85	05/13/13
56161	3 ADVANCED ENGINEERING &	125269.46	05/13/13
56162	1230 AFFORDABLE TOWING	650.00	05/13/13
56163	1783 AIRGAS ON-SITE SAFETY SERVICES	50.00	05/13/13
56164	1768 ALLIANCE CONSULTING LC	10117.50	05/13/13
56165	13 AMERICAN BUS ASSOCIATION	1345.00	05/13/13
56166	610 AMERICAN HONEY COMPANY	121.85	05/13/13

56167	718 AMERIPRIDE LINEN AND APPAREL SERV	784.83	05/13/13
56168	999999 ANTHONY MATTHEW	59.80	05/13/13
56169	540 AQUA-PURE INCORPORATED	4508.00	05/13/13
56170	30 ASTRO-CHEM LAB, INC.	1190.00	05/13/13
56171	1841 Audio Editions	296.13	05/13/13
56172	1842 AWE Digital Learning Services	2898.00	05/13/13
56173	33 BAKER & TAYLOR CO.	589.11	05/13/13
56174	34 BALCO UNIFORM CO., INC.	233.04	05/13/13
56175	38 BASIN PRINTERS, INC.	783.00	05/13/13
56176	1223 BEST WESTERN PLUS/RAMKOTA HOTEL	1258.02	05/13/13
56177	49 BLACK MOUNTAIN SOFTWARE	2620.00	05/13/13
56178	1013 BLACKBURN MFG. CO.	518.76	05/13/13
56179	712 BOLDT FARM SUPPLY	995.47	05/13/13
56180	52 BORDER STATES ELECTRIC	842.57	05/13/13
56181	973 BORSETH, JAMES	3276.50	05/13/13
56182	54 BOUND TREE MEDICAL	311.57	05/13/13
56183	662 BOX-N-SHIP	24.81	05/13/13
56184	999999 BRIAN OR SUZE GAUT	39.13	05/13/13
56185	1837 BUILDING DEPARTMENT	50.00	05/13/13
56186	1834 C COMPANY GENERAL CONTRACTORS LLC	3592.50	05/13/13
56187	69 CARQUEST AUTO PARTS STORES	106.22	05/13/13
56188	1840 CASPER/NATRONA COUNTY INT'L AIRPO	400.00	05/13/13
56189	204 CCR-WILLISTON III, LLC	80.00	05/13/13
56190	1755 CDW Government	185.54	05/13/13
56191	995 Centurion Holdings I LLC	82.00	05/13/13
56192	710 CHANEY'S CAR & TRUCK REPAIR	800.00	05/13/13
56193	999999 CHARLES WILDER	4000.00	05/13/13
56194	1623 CHEMSEARCH	3192.00	05/13/13
56195	1480 CHILD'S PLAY	133.68	05/13/13
56196	77 CITY OF WILLISTON	28716.35	05/13/13
56197	79 CITY OF WILLISTON	46285.51	05/13/13
56198	1666 CIVIL SCIENCE	28342.25	05/13/13
56199	81 CLAUSEN WELDING	135.00	05/13/13
56200	971 COCA-COLA OF WILLISTON	51.20	05/13/13
56201	998 COLE-PARMER INSTRUMENT COMPANY	314.20	05/13/13
56202	83 COLLECTION CENTER, INC.	387.13	05/13/13
56203	1486 CONNEX INTERNATIONAL	80.86	05/13/13
56204	1849 CONTECH ENGINEERD SOLUTIONS	188670.00	05/13/13
56205	822 COUNTRY FLORAL	260.00	05/13/13
56206	567 CRAIG'S SMALL ENGINE REPAIR	447.14	05/13/13
56207	89 CRAVEN-HAGAN CLINIC	35.00	05/13/13
56208	92 DACOTAH PAPER CO.	463.72	05/13/13
56209	1843 Dakota Screen Arts, Inc.	15211.00	05/13/13
56210	93 DAKOTA SUPPLY GROUP	28217.51	05/13/13
56211	1844 Debbie Dahl	480.00	05/13/13
56212	1461 DEFENDER SUPPLY	468.00	05/13/13
56213	1705 DEGENSTEIN'S AUTO PLUS	1010.00	05/13/13
56214	988 Dell Marketing L.P.	2451.80	05/13/13
56215	104 DIAMOND EQUIPMENT CO.	198.32	05/13/13

56216	903	DIAMOND VOGEL	11575.10	05/13/13
56217	568	DPC INDUSTRIES, INC	4082.63	05/13/13
56218	999998	DUSTIN J. BERTSCH	25.00	05/13/13
56219	118	EARL'S ELECTRIC, INC.	131.65	05/13/13
56220	549	ECONOMART	54.96	05/13/13
56221	121	EIDE BAILLY LLP	16160.50	05/13/13
56222	124	ELECTRIC & MAGNETO, INC.	788.00	05/13/13
56223	126	EMRY'S LOCKSMITHING	12.00	05/13/13
56224	999999	ERIC OR MEGAIN EARLY	23.71	05/13/13
56225	1567	EXPERT AUTO GLASS	570.00	05/13/13
56226	668	FASTENAL COMPANY	20.85	05/13/13
56227	569	FEDEX	72.62	05/13/13
56228	571	FEE INSURANCE AGENCY, INC	4241.00	05/13/13
56229	134	FORT UNION SUPPLY & TRADE	204.10	05/13/13
56230	354	FURUSETH LAW FIRM, PC	19343.50	05/13/13
56231	139	GAFFANEY'S	1984.56	05/13/13
56232	785	GALE	1058.78	05/13/13
56233	999998	GARY L. GLOVATSKY	59.58	05/13/13
56234	1670	Gem Builders	960.00	05/13/13
56235	1125	GENERAL TRAFFIC CONTROLS, INC	381.83	05/13/13
56236	999999	GEORGE JOHNSON	34.70	05/13/13
56237	1154	GOOSENECK IMPLEMENT	188.52	05/13/13
56238	999999	GOSMA, C/O ICMA	100.00	05/13/13
56239	1271	GRABAR VOICE AND DATA INC	1328.00	05/13/13
56240	144	GRAYMONT WESTERN CANADA	24515.36	05/13/13
56241	1826	GREAT WEST TIRE & LUBE LLC	168.00	05/13/13
56242	539	HACH	110.63	05/13/13
56243	151	HAWKINS, INC.	18192.19	05/13/13
56244	1833	HDR ENGINEERING INC	35893.20	05/13/13
56245	153	HEIMAN FIRE EQUIPMENT, INC.	2976.25	05/13/13
56246	161	HOME OF ECONOMY	462.32	05/13/13
56247	162	HORIZON RESOURCES	55236.69	05/13/13
56248	163	HOSE AND RUBBER SUPPLY	130.88	05/13/13
56249	999998	HUGH E BENZEN	25.00	05/13/13
56250	173	INFORMATION TECHNOLOGY DEPARTMENT	407.50	05/13/13
56251	999999	JACAM CHEMICALS	200.00	05/13/13
56252	999998	JACOB J. GREGORY	25.00	05/13/13
56253	1786	JLG Architects	33245.60	05/13/13
56254	999998	JOE DOSS	402.00	05/13/13
56255	191	JOE'S DIGGING SERVICE INC	6175.00	05/13/13
56256	1158	JOHN CECIL	2350.00	05/13/13
56257	1773	Josh Butler	32.06	05/13/13
56258	196	KADRMAS LEE & JACKSON INC	33864.24	05/13/13
56259	1839	KATS KLEENING	3875.00	05/13/13
56260	895	KDSR-FM	475.00	05/13/13
56261	207	KIDS REFERENCE COMPANY	188.88	05/13/13
56262	211	KOIS BROTHERS EQUIP CO	1233.44	05/13/13
56263	212	KOTANA COMMUNICATIONS	502.00	05/13/13
56264	893	KRUGER INC.	9720.00	05/13/13

56265	220 LEARNING OPPORTUNITIES	9.00	05/13/13
56266	233 LYLE SIGNS INC.	155.96	05/13/13
56267	999998 MARK C. AMONDSON	185.50	05/13/13
56268	999999 MARK OR MICHELA DOPSON	11.51	05/13/13
56269	240 MATHISON COMPANY	66.23	05/13/13
56270	585 MCCODY CONCRETE PRODUCTS, INC	3255.67	05/13/13
56271	245 MEDQUEST INC	576.63	05/13/13
56272	247 MERCY MEDICAL CENTER	997.36	05/13/13
56273	999999 MICHAEL NYDEGGER	50.00	05/13/13
56274	250 MICROMARKETING ASSOCIATES	391.23	05/13/13
56275	252 MIDCONTINENT COMMUNICATIONS	305.64	05/13/13
56276	1235 MIDWEST HOSE & SPECIALTY, INC.	2814.72	05/13/13
56277	1586 MIDWEST WILDLIFE SERVICES, LLC	8100.00	05/13/13
56278	255 MILLY'S ALTERATIONS	101.00	05/13/13
56279	968 MINITEX	378.00	05/13/13
56280	808 MINOT DAILY NEWS	568.40	05/13/13
56281	261 MON-DAK HTG & PLG, INC.	83.95	05/13/13
56282	1150 MONDAK PORTABLES LLC	395.25	05/13/13
56283	243 MONTANA DAKOTA UTILITIES	37887.56	05/13/13
56284	1175 MONTANA DAKOTA UTILITIES	1300.00	05/13/13
56285	1632 MORRISON MAIERLE INC	26628.90	05/13/13
56286	267 MOUNTRAIL-WILLIAMS REC	967.03	05/13/13
56287	270 MURPHY MOTORS, INC.	132.81	05/13/13
56288	271 MVTL/MINNESOTA VALLEY	63.00	05/13/13
56289	1772 MYGOV, LLC	2600.00	05/13/13
56290	275 NAPA AUTO PARTS	1351.53	05/13/13
56291	297 ND ONE CALL	399.30	05/13/13
56292	999999 NORTH DAKOTA RECYCLING SERVICES,	1806.67	05/13/13
56293	333 NORTHWEST SUPPLY CO.	440.35	05/13/13
56294	1635 OCLC, Inc.	530.43	05/13/13
56295	338 ODIN	2328.48	05/13/13
56296	1803 ODNEY	18220.75	05/13/13
56297	340 OHNSTAD TWICHELL PC	955.50	05/13/13
56298	999999 OIL STATE ENERGY SERVICES LLC	32.16	05/13/13
56299	343 OLYMPIC SALES, INC.	38466.50	05/13/13
56300	344 ONE FULFILLMENT	330.00	05/13/13
56301	1055 PARTS CENTRAL - HEIL ENVIRONMENTA	472.37	05/13/13
56302	357 POLAR REFRIGERATION, INC.	164.88	05/13/13
56303	359 PRAXAIR DISTRIBUTION INC	727.10	05/13/13
56304	641 PREBLE MEDICAL SERVICES, INC	106.00	05/13/13
56305	999999 PREMIER WELL SERVICE LLC	50.00	05/13/13
56306	360 PRISTINE WATER SOLUTIONS	16254.00	05/13/13
56307	362 PRO SAFE PEST CONTROL	162.75	05/13/13
56308	714 PROBUILD	69.99	05/13/13
56309	365 QUALITY BOOKS, INC.	41.28	05/13/13
56310	367 QUILL CORPORATION	540.82	05/13/13
56311	999999 RENAE KING	50.00	05/13/13
56312	388 RESULTS UNLIMITED	975.00	05/13/13
56313	740 RFS, LLC	407.09	05/13/13

56314	389 RICH RESELL	225.00	05/13/13
56315	1850 ROCKY MOUNTAIN ELECTRIC	6595.32	05/13/13
56316	1133 SANDERSON STEWART	53468.39	05/13/13
56317	409 SANITATION PRODUCTS	1422.53	05/13/13
56318	415 SELECT FORD	3017.19	05/13/13
56319	999999 SERGIO QUINTERO	4.02	05/13/13
56320	420 SHERWIN-WILLIAMS	570.34	05/13/13
56321	999999 SHOUQIANG HUANG	26.97	05/13/13
56322	864 SIDNEY HERALD	62.00	05/13/13
56323	426 SOURIS RIVER TELECOMMUNICATIONS	171.71	05/13/13
56324	427 SRF CONSULTING GROUP, INC	15236.29	05/13/13
56325	2009 STAPLES ADVANTAGE	96.45	05/13/13
56326	817 STEIN'S, INC	694.16	05/13/13
56327	999998 STEPHEN R. KOHLER	57.50	05/13/13
56328	999998 STEVEN C. KJERGAARD	531.33	05/13/13
56329	1686 TALKIN THE BAKKEN	8.00	05/13/13
56330	447 THE SHOPPER	2240.00	05/13/13
56331	1436 TOTAL SAFETY U.S., INC	1066.79	05/13/13
56332	460 TRACTOR & EQUIPMENT CO.	368028.83	05/13/13
56333	461 TRACTOR SUPPLY CREDIT PLAN	33.98	05/13/13
56334	463 TRIANGLE ELECTRIC	395.50	05/13/13
56335	1610 ULTEIG	93888.08	05/13/13
56336	1836 UNITED RENTALS	525.00	05/13/13
56337	477 UPPER MISSOURI DISTRICT	53.44	05/13/13
56338	470 US POSTAL SERVICE	200.00	05/13/13
56339	482 VAC-U-JET	247.50	05/13/13
56340	484 VERIZON WIRELESS	3620.97	05/13/13
56341	485 VESSCO, INC.	1749.48	05/13/13
56342	1194 VIDACARE	1386.55	05/13/13
56343	487 VISA	5829.01	05/13/13
56344	532 WILLIAMS COUNTY HIGHWAY DEPT.	629.80	05/13/13
56345	648 WILLIAMS COUNTY SHERIFF'S OFFICE	22400.00	05/13/13
56346	533 WILLIAMS COUNTY TREASURER/RECORDE	117.00	05/13/13
56347	564 WILLIAMS RURAL WATER DISTRICT	540.11	05/13/13
56348	1716 Williams Scotsman, Inc.	4009.39	05/13/13
56349	514 WILLISTON COMMUNITY LIBRARY	222.69	05/13/13
56350	517 WILLISTON FIRE & SAFETY	695.64	05/13/13
56351	518 WILLISTON HERALD	12104.56	05/13/13
56352	519 WILLISTON HOME & LUMBER	39.98	05/13/13
56353	526 WILLISTON TRUE VALUE	4054.47	05/13/13
56354	530 WILLISTON/WILLIAMS COUNTY - LEC	755.22	05/13/13
56355	535 YVONNE TOPP	157.25	05/13/13

Grand Total

2671619.61

- (2.) Application for a Local Permit or Charity Local Permit
 - a. Prairie Rattler MC – Raffle, May 15 through Oct. 1, 2103
 - b. Relay for Life – Raffle, July 1 through July 31, 2013
- (3.) Application for Local Site Authorization to Conduct Games of Chance

- a. Williston CVB – Annual Permit
- (4.) Special Permit to Sell Alcoholic Beverages
- (5.) Application for Taxi License
 - a. Mr. Kab Taxi – Additional Vehicle
- (6.) Application for Pesticide Applicator's Permit
 - a. The Bugs Stop Here
- (7.) Application for Arborist License
 - a. Scott Grothe
- C. Building Official
 - (1.) 2013 Fuel/Gas Piping Licenses – See attached
 - (2.) 2013 Master Plumber Licenses – See attached
 - (3.) 2013 Journeyman Plumber Licenses – See attached
 - (4.) 2013 Master Mechanic Licenses – See attached
 - (5.) 2013 Sign Hanger Licenses – See attached
- D. City Planner
 - (1.) Request for Public Hearing for May 28, 2013, for a Proposed Zone Change from A: Agricultural to R-5: Mobile Home Court of unplatted property in the SW 1/4 NW 1/4 Section 2, Williston Township, (containing 2 acres) – Ponderosa Investments/Gary and Laura Fixen
- E. Assessor
 - (1.) Abatement
 - (2.) Exemptions

MOTION BY BUCK, SECONDED BY HALVORSON, to approve the Consent Agenda as presented.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- 3. Bid Openings
 - A. Water Sewer & Street Improvement District 13-8

Austin Alexander presented the following information:

We recommend awarding the bid by Knife River Construction for Alternative B in the amount of \$4,822,665.90.

MOTION BY RING, SECONDED BY HALVORSON, to approve the Engineer's recommendation.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- B. 2013 Water Main Replacement-Project 214

Award recommendation to Anderson & Wood Construction Company \$2,592,197.

Acting Commissioner Dean Bartschi asked if that included Alternative 1 and Mr. Alexander responded that it was.

MOTION BY BARTSCHI, SECONDED BY RING, to approve the Anderson & Wood Construction bid as presented.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

C. Ad Hoc Committee Recommendations for Parking Lot Sale

MOTION BY BUCK, SECONDED BY BARTSCHI, to acknowledge the matter and move it to the end of the meeting.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

4. Public Hearings
5. Accounts, Claims and Bills Not Approved in the Consent Agenda
6. Ordinances
7. Petitions, Communications and Remonstrance's
 - A. Water extension – Gregory and Gaylene Peterson

Gregory Peterson addressed the Commission:

The Peterson's own some lots out in the Hi-land Heights area and want to know when water and sewer will be extended out to that area because without water and sewer they are unable to sell the lots.

Mr. Meiers addressed the issue stating that there was no work planned to extend out there at this time. He suggested that they could talk to other property owners and petition for the extension at which time the Engineering Department would put together a cost estimate, or they could request the Commission allow them to put in a well.

Mayor Koeser asked if a well would be of interest to them and they responded that yes it would.

Acting Commissioner Buck asked if the matter could be referred to a committee.

Acting Commissioner Bartschi asked the Peterson's if an answer in two weeks was acceptable, and they responded that it was.

MOTION BY BUCK, SECONDED BY RING, to refer the matter to Committee.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

B. MDU Easement

MOTION BY BARTSCHI, SECONDED BY RING, to table this item until the next meeting so that the Engineer and City Attorney can review the document.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

8. Report of Commissioners
 - A. President of the Board

(1.) Elks Youth Week Proclamation – May 13, 2013 through May 17, 2013

WHEREAS, The Benevolent and Protective Order of Elks has designated the week beginning May 13, 2013 as Youth Week to honor America's Junior Citizens for their accomplishments, and to give fitting recognition of their service to Community, State, and Nation; and,

WHEREAS, Elks Post 1214 will sponsor an observance during that week in tribute to the Junior Citizens of this community; and

WHEREAS, no event could be more deserving of our support and participation than one dedicated to these young people who represent the nation's greatest resource, and who in the years ahead will assume the responsibility for the advancement of our free society; and,

WHEREAS, our Youth need the guidance, inspiration, and encouragement which we alone can give in order to develop those qualities of character essential for future leadership, and go forth to serve America; and,

WHEREAS, to achieve this worthy objective we should demonstrate our partnership with Youth, and understanding of their hopes and aspirations and a sincere willingness to help prepare them in every way for the responsibilities and opportunities of citizenship;

NOW THEREFORE, I, Ward Koeser, mayor of Williston, do hereby proclaim the week beginning May 13, 2013 as Youth Week, and urge all departments of government, civic, fraternal, and patriotic groups, and our citizens generally, to participate wholeheartedly in its observance.

- B. Vice-President; Finance Commissioner
- C. Street and Improvement, Sanitation, Cemetery and Public Works Commissioner
- D. Fire, Police, and Ambulance Commissioner
 - (1.) Fireworks Committee Recommendations

Chief Lokken presented the following information:

The Fireworks Committee recommends having the Ordinance regarding fireworks changed allowing fireworks in the City of Williston the day of July 4th until 1:00 AM July 5th. And that the City Attorney shall draft an Ordinance for the Boards review to be ready for review by the next meeting.

- E. Water Works, Sewer, Airport, Building and Planning Commissioner
(1.) iPad Refund/ Reimbursement

Tanner Ring presented the following information:

With the conversion to electronic Board packets and the ease of use to distribute information to Commissioners via electronic means there is also a need for the Commissioners to have a device to access the information. Instead of the City being responsible for the purchase, maintenance and recovery of the asset it is my recommendation that the City reimburse each Commissioner in the amount of \$450 per elected term for the purchase of a suitable device such as an iPad. This will allow the Commissioners to have a device that they can use for City business while also giving them the flexibility to determine what type of device works best for them personally.

MOTION BY RING, SECONDED BY BARTSCHI, to reimburse Commissioners \$450 for the purchase of tablets.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (2.) Service Agreement between Williams County IT Department and the City of Williston

Tanner Ring presented the following information:

The City currently utilizes the County IT Department to provide support for the network and server infrastructure. In the past the County provided desktop support, some issues with the perceived level of service and needs of the City staff lead to the City looking for additional IT services. Ebel was contracted on a Month-by-Month basis for support. With Scott Boyer joining the County as the IT Director we reviewed the service issues and support requirements of the City. Mr. Boyer drafted a Service Level Agreement that defines the services, response times and reporting mechanisms for IT Services provided by County IT staff to the City of Williston staff.

It is my recommendation to enter into the presented IT Agreement with the County at this time. There will be a phase out of the Ebel Contract to be determined by all parties to allow for a smooth transition.

MOTION BY RING, SECONDED BY BUCK, to approve the Service Level Agreement between Williams County IT Department and the City of Williston.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

9. Report of Department Heads
A. City Auditor

- (1.) Doc Holliday's Roadhouse – Transfer of Restaurant On-Sale Beer and Liquor License

Doc Hollidays is in the old Trappers Kettle location. This has already been to public hearing and was approved on December 26, 2012 for a Restaurant On-Sale Beer and Liquor License under Cowboy Jack's Saloon.

The Alcohol Committee recommends tabling the transfer of the Restaurant On-Sale Beer and Liquor License to the May 28, 2013 meeting, pending review by the Committee.

MOTION BY BUCK, SECONDED BY RING, to approve the recommendation to table the transfer of the license until the May 28, 2013 meeting.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (2.) Hampton Inn & Suites – New Manager for Premises Licenses to Sell Alcohol

Hampton Inn & Suites submitted an application for a new interim General Manager. She has not been a legal resident of Williams County for the past 30 days.

The Alcohol Committee recommends approval of the new manager application for Premises License to Sell Alcohol and waives the residency requirement if the manager is a resident while being the manager.

MOTION BY HALVORSON, SECONDED BY BARTSCHI, to approve the interim Manager for the Hampton Inn & Suites.

The Chief of Police was asked if he had completed a background check on the applicant manager and his response was that he had.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- B. Attorney
- C. Director of Public Works/City Engineer
 - (1.) Cost Participation Agreement with NDDOT

The Engineer is recommending the Board approve the Cost Participation Agreement with NDDOT for the Pheasant Run Parkway Improvements.

MOTION BY RING, SECONDED BY HALVORSON, to approve the Cost Participation Agreement with NDDOT as recommended by the Engineer.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None
CARRIED: 5-0

(2.) WWTP Project Design Concurrence

Commissioner Bogar presented the following information:

This is an update on the Waste Water Treatment Plant and there are a couple of alternatives that we need to make decisions on. One is how to deal with the waste as it is being processed. There are pros and cons to both situations. The determination of the consulting firm along with staff and Commissioners is to consider using the cake or more solid solution. It gives us more alternatives for disposing of the waste down the road. As you look at the level of treatment, you have a Class A or Class B level of treatment again each has pros and cons. A Class A has a little more cost up front, it does however provide for more flexibility down the road in what you can do with the waste that is coming off of the treatment plant.

The Alternative Cost Summary shows that Alternative 4A Phase I would cost \$20.1 Million and Alternative 1C Phase I would cost almost \$14.4 Million but then Phase II for Alternative 4A would be \$6.2 Million and 1C would be almost \$12.2 Million with a total cost for each 4A \$26.34 Million and 1C \$26.56 Million at the end of the day going with the higher alternative class is a cost effective method.

Looking at the Liquid Treatment alternatives there are four alternatives each of them are roughly the same cost with about a 10% variance in cost. After reviewing the differences with the engineering firm, consultants and staff and we recommend going with the OD option, which is Extended Aeration/Oxidation Ditch option. This method fits within our footprint as well as the cost structure being within range as the other alternatives.

We are seeking approval from the Commission to move forward with the engineering firm to draw up agreements to move into the design phase based on the recommendation of the solid treatment Alternative 4A and the Oxidation Ditch treatment for liquid waste for the waste water treatment plant.

MOTION BY BARTSCHI, SECONDED BY RING, to allow the City Commission to move forward on the Design Agreement.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

It was asked what population this would support. The response was that the Phase I would support up to 40,000 and Phase II would support up to 80,000 population equivalent.

(3.) Change Order #3 – Improvement District 12-6 (University Commons)

Public Works is seeking approval on Change Order #3 of an additional \$17,205.83 for upsizing sewer main size and manhole re-location for University Commons.

MOTION BY BUCK, SECONDED BY BARTSCHI, to approve the Change Order #3 for University Commons.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(4.) Petition for Water and Sewer Improvements

We are looking for approval to proceed with the project to install water and sewer improvements on Main Avenue within the Sande Subdivision according to the petitions.

MOTION BY RING, SECONDED BY HALVORSON, to approve the project to install water and sewer improvements within the Sande Subdivision as presented.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(5.) WBI Agreement – Williston Basin Industrial Pipeline Relocation

The Hagan Slingsby Storm Sewer Project has a large Williston Basin Industrial Pipeline that goes through it. There are two conflicts with it and they are asking that we enter into a relocation agreement with them to bury the pipe at a different elevation. There is no additional easement needed, and we would be responsible for the cost.

MOTION BY RING, SECONDED BY BARTSCHI, to approve the WBI Agreement after Attorney review.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- D. Fire Chief
- E. Chief of Police
- F. Building Official
- G. City Planner

(1.) Proposed Preliminary Plat for Rearrangement of Lot3, Block 4, Bakken Industrial Park Subdivision (Lots 1R-4R) – Ender Ilkay/NP Industrial, LLC

Donald Kress presented the following information.

This applicant, Ender Ilkay, requests a subdivision of subdivision of approximately 11.1 acres located within Lot 3, Block 4 of the Bakken Industrial Park on the corner of Oil and Well. There are four lots, two will be 3.05 acres and two will be 2.5 acres. All lots are currently zoned M-2: Heavy Industrial. No zone change is proposed.

These lots will be used for the development of industrial buildings which the developer will probably sell to a number of companies that do not need a huge piece of industrial land to work on. The project site will take access from Oil Avenue and Well Street, both of which are dedicated public streets. The project site has access to public sewer and water.

The Planning and Zoning Commission heard the case at the April 15, 2013 meeting, the applicant's engineer, Craig Madson of Allied Engineering appeared by phone, Staff presented the Ad Hoc Committee's recommendation that the preliminary plat be approved and the Planning and Zoning Commission recommends to the City Commission that this preliminary plat be approved contingent upon staff comments being addressed, standard development agreement, and non-protest agreement for future street improvements along Oil Avenue and Well Street.

MOTION BY BUCK, SECONDED BY BARTSCHI, to approve the preliminary plat as presented.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(2.) Introduction of RDG Planning and Design

RDG is the consulting group that will be working on the Downtown Plan as well as the Unified Development Code.

Marty Shukert and Cory Scott from RDG introduced themselves and talked about the two projects. The first being a Downtown Development Plan which will build on the work that has already been done on the streetscape and will look at a variety of other elements. And the second is to develop a Unified Development Code.

(3.) Request to Annex approximately 10.7 Acres located in Sublot 4 of Williston Township, Section 15, T154N, R101W. Applicant: NIK Management, Inc. Property Owners: Gene and Suzanne Snyder

The applicant, NIK Management, Inc. is requesting that the property be annexed into the City of Williston on behalf of the property owners, Gene and Suzanne Snyder. The property is along the east side of 32nd Avenue West, south of 26th Street West. The west side of this property is adjacent to the city limits. This property is within the one-mile extra-territorial jurisdiction and is zoned A: Agricultural.

The property will take access from 32nd Avenue West. Public water is available from 32nd Avenue West. Public sewer will be available from the extension of the 23rd Street West utility corridor. The property will require a lift station as part of the connection to that sewer.

The developer proposes to rezone this property to R-3: Lowrise Multifamily and Townhouse, and develop it with four apartment buildings. No building permits will

be issued until the paving of 32nd Avenue West is complete so that adequate access can be provided to the residential units.

The Annexation Committee reviewed this request for annexation and encouraged the applicant to contact the property owners of the adjacent properties to the east to participate in the annexation. At this time those property owners have not submitted a petition of annexation, therefore only the annexation located in Sublot 4 of Williston Township, Section 15, T154N, R101W is going forward at this time, with the understanding that an on-site sewer lift station to connect to the public sewer in the future extension of 23rd Street West will be required prior to development, and that no development will be allowed on Sublot 4 until 32nd Avenue West is paved to provide access.

A thirty-day advertising period is required for annexations. The earliest City Commission meeting at which the protest hearing for this annexation could be scheduled is June 25, 2013

MOTION BY BARTSCHI, SECONDED BY BUCK, to approve Resolution 13-082 for the Proposed Annexation of 10.7 Acres in Sublot 4 of Williston Township, Section 15, T154N, R101W.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (5.) Request a public hearing on June 25, 2013, for the vacation of approximately 171 linear feet of street right of way in lot 1 block 26 and lot 6 of block 27 of Brueggers Second Addition. Applicant: Williams County

This was presented by Donald Kress.

The applicant, Williams County, requests the vacation of this property in order to provide additional parking area for Williams County government employees and visitors. This street currently dead-ends into the north side of the Williams County Law Enforcement Center. The east side of the street is a county-owned parking lot and county-owned apartments on the west side of the street.

This vacation results from an agreement between Williams County and the City of Williston regarding parking in the vicinity of the Williams County government buildings along 2nd Ave East. City Planning staff recommends going forward with this vacation. A thirty-day advertising period is required for vacations. The earliest City commission meeting at which the hearing for this vacation could be scheduled is June 25, 2013.

MOTION BY RING, SECONDED BY BARTSCHI, to approve the request for a public hearing for the vacation of approximately 171 linear feet of street right-of-way on June 25, 2013, as presented.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- H. Economic Development
(1.) Mini-Match – Gerald Fleck Agency dba Northwestern Mutual

Presented by Sarah Pippin:

Jerry Fleck is requesting a Mini-Match grant for the remodel of his restroom facilities to make them handicap accessible. Total investment of the project is \$11,500. The STAR Fund recommends approval.

MOTION BY HALVORSON, SECONDED BY RING, to approve the \$5,000 Mini-Match Grant as requested.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- I. Airport
- J. Assessor
- K. Convention and Visitor's Bureau
- 10. Appointments and Consultations with Officers
 - A. Housing Authority Board – Appoint Heidi Rettig

The Housing Authority Board of Commissioners has been one short since A.J. Mock resigned. Rick Medalen has stated that Heidi Rettig from Eide Bailly would be willing to serve on the Housing Authority Board of Commissioners. In order to serve, she needs to be approved and appointed by the City Commission.

MOTION BY BUCK, SECONDED BY RING, to approve Heidi Rettig to the Housing Authority Board as presented.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- B. Parking Authority Board
- C. Special Assessments Board

MOTION BY RING, SECONDED BY HALVORSON, to table Appointments for the Parking Authority Board and the Special Assessment Board.

AYE: Buck, Bartschi, Halvorson, Ring & Corneliusen

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- 11. Unfinished Business
- 12. New Business
- 13. Executive Session
- 14. Ratify Youth Actions

MOTION BY KLUG, SECONDED BY BEKKEDAHL, to ratify the Youth Actions presented tonight.

AYE: Bekkedahl, Klug, Bogar & Koeser

NAY: None

ABSENT AND NOT VOTING: Cymbaluk

CARRIED: 4-0

15. Public Hearing – Dr. Hagan Family Trust Annexation – Approve Resolution 13-081 with a Public Hearing date of June 25, 2013

The public hearing for the Dr. Hagan Family Trust Annexation, Resolution 13-033, was approved at the March 25, 2013 City Commission meeting. Publication and Notification is required for the annexation process, late this afternoon we were notified by the newspaper that this was not published as requested. The City Attorney has advised that a new resolution is required stating the new hearing date. Staff requests that you approve the resolution before you which will schedule the protest hearing for June 25, 2013.

MOTION BY KLUG, SECONDED BY BOGAR, to approve Resolution 13-081 and changing the hearing date to June 25, 2013 as requested.

AYE: Bekkedahl, Klug, Bogar & Koeser

NAY: None

ABSENT AND NOT VOTING: Cymbaluk

CARRIED: 4-0

16. Public Hearing – Protest Hearing – District 13-10 (University/42nd Improvement)

Mr. Meiers presented the following information.

This is the protest hearing for the Water, Sewer, Storm Sewer and Street Improvement District 13-10 (University/42nd Improvement). It is basically a Corridor Improvement District from 26th St up to Fairgrounds Road and from 42nd from 2nd Ave. West, or Million Dollar Way out to County Road 7 which is known as the Dapple Grey Road. We are putting in water, sewer, storm sewer and street improvements 44 feet wide. There are different districts for different areas that would benefit from that.

This project has sewer improvements of approximately \$1 million, water improvements of about \$1.5 million, storm sewer improvements for approximately \$7 million and street improvements for approximately \$9 million.

We looked at all of the residential properties that are in that district and looked at picking those costs for everything up underneath a grant sales tax. That ended up being about \$6.1 million dollars of the total. We took out \$1.1 million of large drainage improvements for Chinaman's Coulee as well as the airport drainage which are large drainages that come through that area. Of the storm sewer costs we enlarged the pipe size because of the drainage issues that are in that area, 20% of the piping size was increased to carry flows that comes from the west side of the road to maximize the amount pipe capacity that exists right now in that crossing. We also took about half of the flows that now drain through the housing addition that stays within and crosses University at about 38th and 40th and brought it up to 42nd. There is about 20% of the cost assessed to properties on the west side of the road. We looked at those assessments and thought we should look at a Tax Increment Finance District (TIF District) for the development properties and vacant and commercial properties that have developable properties available, about 40% of the assessments could be utilized to offset the commercial and developable

properties. That would be about \$4.6 million so the amount of the investment that the City would put into this with tax grants as well as incentives under the TIF is \$11.8 million of the \$18.7 million for this project. That is how the assessments were sent out. There was one official protest received.

Mayor Koeser reminded everyone that this was a public hearing so there will be an opportunity for everyone to speak. The public hearing is now open.

Sarah Luebbe she lives on 38th Street. She indicated that they still have flooding in their basement and wanted to know if this would divert some of that water to decrease the flooding.

Mr. Meiers stated that he would like to say yes, but he is not sure. What it will do is give them a conduit at least to a place that they could pump to. His experience is that unless you have a really blanketed area that you could influence with it only affects the storm sewer in the street area. It does reduce the amount of water that will flow through there and it will give a conduit to discharge to.

She also wanted to know if there was going to be Water and Sewer available through the City soon. Mr. Meiers indicated that if they were near a main that they just needed to get ahold of public works, but if they weren't, the neighborhood needed to get together and let them know that.

Daniel Adams the managing member of the group that owns the 27 acres east of University South of 42nd that is being developed into the area called Pheasant Crossing spoke next. They are sort of ground zero for the flooding a lot of the water flows onto their property. They are very excited to see these projects come together for the area. Two things that are important to them are sanitary sewer and there is a planned lift station on the intersection of 38th Street and 9th Ave East that would serve their property as well as some of the adjacent properties around them. The force main to feed back over to 38th is included in the improvement district but it is important to them that the lift station also be included in the improvement district. They had asked him for estimates on that and he conferred with Rick Leuthold at Sanderson Stewart and Dale Ness with Ameritech, their civil engineers, they estimate that the lift station is about \$95,000. They are looking at an assessment for the project of close to \$1 million in addition to the nearly \$4 million in infrastructure improvements that they will be making. It is important to them that the TIF District is approved and goes into place to help them offset some of the costs.

Rick Nice spoke next. He and his wife own a property on 22nd Avenue West. He stated that he spoke to Mr. Hanson yesterday and that there wasn't time after he received notification to notify the City that he was protesting the project. He wanted to know why he was being assessed a \$5,000 special assessment when there was no gain in the project for him.

Mr. Meiers responded that the assessment was for drainage; they understand that the west side of the highway doesn't have the same flooding issues as the east side, but that is because the water drains to the east and therefore the water on the west side aides in the flooding and drainage problems.

Mr. Nice and Mr. Hanson discussed whether or not his property drained to the east and discussed the fact that the back of the property floods and he would like to hard surface it but can't at this time because there is no drainage.

Mr. Meiers stated that the water does end up draining to the east. Mr. Meiers explained that what needs to happen is to expand this improvement district, create a bigger district and increase the special assessments.

Commissioner Bekkedahl wanted to know if the low areas that collect the water are undeveloped lots or never to be developed lots. No one had the answer to that question.

Grant Jensen spoke next. He lives on the corner of 16th and 49th Street. He wanted to know about tying into the water and sewer for the City. There is a water line going in at 50th Street and there will be sewer going down 16th Avenue. There was clarification that Mr. Jensen was not being assessed for water and sewer, again only for drainage, even though his property is on higher ground. Mr. Jensen discussed issues with the City, including his property tax valuation, an issue with building his garage without a permit because months after he applied for one he still hadn't received an answer so he built it anyways and continued to discuss these issues after Mayor Koeser stated that this was a public hearing for the Improvement District.

Mayor Koeser ruled Mr. Jensen out of order and asked him to sit down.

James Kurtzenacker spoke next. He lives on 50th Avenue. He built his home in the county, now he is in the City and he feels like they have no benefit from being in the City, no blacktop, water or sewer, dust abatement or garbage pick-up and now they are being assessed for drainage when they don't have a drainage issue.

Mr. Koeser said that he wanted to make a general statement. He stated that this was annexed at the end of January and for a number of years prior to that they haven't had these same services. In four or five months they are not going to be able to solve all of these issues. It is going to take a while to get through all of this and the City is working to solve all of these problems.

Mr. Meiers asked him his address and Mr. Kurtzenacker responded 1509 50th Street and Mr. Meiers stated that he was going to get a brand new pavement on 50th Street without any taxes because it will development driven, 50th Street will get brand new water, sewer and pavement without assessments.

Commissioner Bekkedahl stated that it was important to point out that the development properties are coming into the City where everyone knows there is a housing problem and we are trying to get built as much housing as is possible. It is the only way to bring the costs of housing down. North Dakota does not allow rent control so the only way to bring the costs down so that housing is affordable is to build more of it. The City has required the developers to pay all of their costs to do that. They are paying for all of those costs. Those costs are not being passed on to the taxpayers as it was done during the last boom. What the City is doing is expanding its infrastructure so that it can get to the new development, but the developers are paying for the entire infrastructure for the developments.

Mr. Nice commented again and wanted to know how many times they were going to be facing special assessments, citing the last boom and the excess of special assessments that caused his father, uncle and cousin to lose their homes.

Mayor Koeser stated that he and the Commission were trying to make sure that this didn't happen.

Maxine Nelson spoke next. She had questions regarding roads and how far they would go, she also asked about speed bumps because of the speed that people travel down the road. She commented that even though it was a 30 MPH zone that people often travel at 50 – 60 MPH down the road. She stated that she called the police and that they informed her that they would put her complaint on the list.

Ryan Visser spoke next had a question about the State money that the City is supposed to be getting. He wanted to know what the status was of those funds and if any would be used for this project.

Commissioner Bekkedahl answered the question and stated that they went to the State with \$625 million in Improvement Needs, including water, sewer, storm sewer and street improvements all of the things that are needed for the next six years. Basically it turned out to be \$100 million per year in assistance that was needed. The Bill that was in front of the State would have kept that going for a ten year period, what was approved was only guarantee for two years and instead of funding the City \$200 million for two years the City was funded only \$60 million for two years. That \$60 million with bonding will get the City about \$100 million in projects with the sales tax money put into that as well to pay it back. What that means is the City can do \$100 million worth of projects this summer and none next summer because the City won't have funding for it. The City is trying to get ahead of the game. There are TIF dollars into this project, State Grant monies and sales tax monies.

Mr. Meiers indicated that \$7.27 million is sales tax or grant provision that is being put into this project.

A final call was made for public input.

The public hearing is closed.

Mr. Meiers stated that 0.47 percent of the property area protested. With the additional protests from tonight, it would be approximately 1% of the property area that was protested. He is requesting that the Board approve proposed the resolution as to the Protests on District 13-10

MOTION BY BEKKEDAHL, SECONDED BY BOGAR, to approve the Resolution with the next number available, which is 13-083, for the Water, Sewer, Storm Sewer and Street Improvement District 13-10.

AYE: Bekkedahl, Klug, Cymbaluk, Bogar & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

Commissioner Bekkedahl wanted to confirm that with the protests received tonight that the protest percentage was still low enough to approve the resolution. Mr. Meiers responded that even adding in tonight's protest the protest area was still under 1%.

17. Auditor: Williston State College Foundation: Additional Site Location – Doc Holliday's Roadhouse

MOTION BY KLUG, SECONDED BY BEKKEDAHL, to table this until the next meeting so that the Alcohol and Gaming Committee can review the application.

AYE: Bekkedahl, Klug, Cymbaluk, Bogar & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

18. City Planner: Review Expansion of Mobile Home Park (Springbrook Meadows at 16th Avenue) – Joint Venture, LLC

Donald Kress presented the following information.

This is a Review of Expansion for the Springbrook Meadows Mobile Home Park. Ordinance requires that when a new mobile home park or an expansion of a mobile home park takes place that site plan be approved by the Planning Commission and the City Commission. It is just a review.

The owner is requesting an expansion of the park by 31 spaces. No land is being added to the park. There are lagoons that are being drained and back filled and a storage area that is going to be removed to add the space for the new spaces.

The project site currently takes access from 16th Avenue West. The expansion will also allow access from the future 9th Avenue West. All streets within the project are private streets. The City is planning to reconstruct 16th Avenue West to an urban section street. Part of this project could include the easing of the 16th Avenue West curves that are located in the northwest corner and along the north side of this trailer park. The easing of these curves could require the acquisition of right of way from this property. The City Engineer's Office is in contact with the owner regarding the acquisition of this right-of-way. However, this right-of-way is not in the proposed area of expansion.

At the April 15, 2013, Planning and Zoning Commission meeting, that Commission heard the case as presented by staff. The applicant's engineer, Dax Simek of Morrison Maeierle, and the property owner, Scott Johnson, appeared by phone. Staff presented the ad hoc committee's recommendation that the mobile home park expansion be approved contingent upon staff comments being addressed and a non-protest agreement for the future improvement of 9th Avenue West. Specifically, the property owner must address the following items before permits for additional mobile homes can be granted by the city:

1. All requirements of the original development agreement for this mobile home court must be met before any expansion can take place.
2. Appropriate signage, numbering, and a locator map at the address entrance to the mobile home park are required for emergency services response to this property. These items need to be taken care of immediately.

3. Soils reports should be submitted to the Building Department confirming that any areas that have been backfilled can support the weight of any proposed trailer/construction.

Discussion at this meeting included required signage, soils, approval requirements from the state, and utility connections.

The applicant's representative, Dax Simek, stated that they are still in the process of providing back fill for the lagoons but are waiting on engineers to get all the testing to make sure all is feasible and that the only state contact has been relating to the backfilling aspect. Mr. Simek indicated that water and sewer connections to the city have been completed. There was no public comment.

By a vote of 6-0 with one Commissioner absent, the Planning and Zoning Commission recommended to the City Commission approval of Expansion of the existing 43.38 acre mobile home court (Springbrook Meadows) located in the S1/2NW1/4, Section 2, T154N, R101W, City of Williston; contingent on staff comments being addressed, a non-protest agreement for future improvements of 9th Avenue West, compliance with all existing requirements of the development agreement, and compliance with any state requirements for the expansion.

Mr. Simek was available to answer questions. The road improvements do include the paving of all of the streets and the storm water will be collected in a couple of detention pounds on the east side of the property and released into Chinaman Coulee.

There were questions about the street improvements, paving, whether the lagoons were operational and whether or not the homes were hooked up to City sewer. Those questions were all answered by Mr. Simek.

Mr. Kress concluded by stating that no building permits could be issued for future mobile homes until the requirements of the original development agreement had been satisfied, that the appropriate street numbering must be installed along with a map for emergency services, soil reports must be submitted to the building department and the State licensing requirements must be complied with.

Chief Hanson spoke regarding the numbering system need for emergency services. It has now been numbered correctly.

MOTION BY BEKKEDAHL, SECONDED BY CYMBALUK, to approve the expansion of the Springbrook Meadows Mobile Home Park located in the S 1/2 NW 1/4 Sec. 2, T 154 N, R 101 W, City of Williston contingent upon all staff comments being addressed.

AYE: Bekkedahl, Klug, Cymbaluk, Bogar & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

19. City Planner: Discussion of mobile food vendor ordinance and upcoming events with mobile food vendors

Donald Kress presented the following information:

Your Commission approved Ordinance 958, codified as Section 25(Q) of the Williston zoning ordinance, regulating mobile food vendors and portable carry-out food and beverage kiosks, on October 9, 2012. Among other things, Section 3 of this ordinance prohibits mobile food vendors from operating in any zone within the city of Williston or its extra-territorial jurisdiction, or along any public right of way. Section 6 of this ordinance provides the only exception, allowing mobile food vendors to operate at events sponsored by or approved by the City of Williston to which mobile food trucks are invited

This ordinance went into effect January 1, 2013. Since that time, city staff has received a number of questions from mobile food vendors about how certain sections of this ordinance are applied and interpreted. This memo suggest policies and interpretations for the most asked questions about this ordinance:

1. How does an event get approved for mobile food vendors?
2. What procedure do mobile food vendors have to follow to participate in an event for which mobile food vendors are approved?
3. Are mobile food vendors allowed in the city of Williston and the extra-territorial jurisdiction only during approved events?

1. HOW DOES AN EVENT GET APPROVED FOR MOBILE FOOD VENDORS?

Procedure for Approval of Mobile Food Vendors at an Event: A sponsoring organization that wishes to invite mobile food vendors to its event must have the event approved for mobile food vendors by the City Commission at least 30 days before the start of the event. The sponsoring organization must send a letter to the City Commission describing the nature of the event, the dates, hours, and location of the event, and the number of mobile food vendors to be invited. A copy of the city permit, if any, for the event shall be attached to the request letter. The City Commission may approve, approve with modifications, or deny the request.

Duration of Food Truck Presence:

1. For events that take place on contiguous days, mobile food vendors shall only be present during the actual dates and times of the event, plus the set-up and tear-down time allowed for the event.
2. For events that take place on non-contiguous days (such as successive weekends), mobile food vendors shall only be present during the actual dates and times of the event, plus the set-up and tear-down time allowed for the event, but are not allowed to operate or be present at the event site on days when the event is not in operation.

2. WHAT PROCEDURE DO MOBILE FOOD VENDORS HAVE TO FOLLOW TO PARTICIPATE IN AN EVENT FOR WHICH MOBILE FOOD VENDORS ARE APPROVED?

Mobile Food Vendor Authorization: All mobile food vendors operating at any event shall submit a form provided by the Planning Department that states:

1. Mobile food vendor's name
2. Mobile food vendor's business name (if any)
3. Vehicle type
4. Vehicle license number and state of registration of the operator's vehicle (truck or trailer)

5. Documentation of participation in a particular event

Additionally, the food truck operator shall provide a provide a copy of the current certificate from the North Dakota Health Department for the operation of the food truck.

This form must be submitted at least five days prior to the event. A draft of this form is attached to this memo.

The mobile food vendor operator will receive a form that will specify the dates, hours, and location that the mobile food vendor may operate for a particular event. The mobile food vendor operator will post this form on the operator's truck or trailer during the event.

No fee is required for this authorization form.

If the event sponsor has invited specific mobile food vendors to the event, it is the responsibility of that sponsor to submit a list of those vendors to the Planning Department. Alternately, the event sponsor can provide copies of the mobile food vendor authorization form directly to its invitees. It is the invitee's responsibility to submit the form to the Planning Department within the time frame noted above.

3. ARE MOBILE FOOD VENDORS ALLOWED IN THE CITY OF WILLISTON AND THE ONE-MILE JURISDICTION ONLY DURING APPROVED EVENTS?

As Section 3 clearly states that mobile food vendors "are not permitted within any zone within the City of Williston and one-mile extra-territorial jurisdiction" or "within any public right of way," it seems that mobile food vendors shall only operate at events sponsored or approved by the city, as stated in Section 6 of the ordinance. Operation at any other time or location within the city or its extra-territorial jurisdiction is prohibited.

Planning staff requests that your Commission consider these policies and interpretations, especially in light of the numerous events in the city coming up this spring and summer.

MOTION BY BEKKEDAHL, SECONDED BY CYMBALUK, that the Planning Department, Building Department and Auditors Department come back with all of the recommended language that want the Board of Commissioners to consider on this issue.

AYE: Bekkedahl, Klug, Cymbaluk, Bogar & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

3. C. Ad Hoc Committee Recommendations for Parking Lot Sale

Mayor Koeser explained that there are two memos regarding this matter and wanted to confirm that the Commissioners are following the correct memo with yellow highlights and the memo has the following conditions:

1. That we are allowed to use the lot for public parking until building permits are issued and construction is commenced or fenced off to commence;
2. That a TIF District would be created with 100% of the cash flow being used for a parking ramp build should the current downtown study determine need;

3. Communication with the Moose Club and other private downtown parking lot owners about desire to use lots particularly for day use and see if terms can be worked out;
4. Require a sub-terrain soils test that takes all levels of parking including 2nd sub-level into test in case this option is selected;
5. Allow for buy back at same price if permit is not issued and construction not commenced within one year;
6. Vertical construction would have to happen before any resale of building and property would be allowed by the City
7. Site Plan and Façade review through the Planning Department should be required prior to any approval of building permits in order to ensure compatibility with downtown plans.

Those were the recommendations that came back from the Ad Hoc Committee that looked at that.

Commissioner Bekkedahl asked Nancy Kapp from the Renaissance Companies if any of those recommendations would be non-compliant for her. She asked if she could look at the memo and the Commission provided her with a copy of the memo. She asked for clarification on the TIF District provision and Commissioner Bekkedahl stated that a District would be defined within Downtown for parking ramp costs if needed. She also asked for clarification on communicating with private downtown parking lot owners and wanted to know if that was something they were requesting that the Renaissance Companies or if the City would be working with parking lot owners. It was clarified that the City would communicate with private parking lot owners. Ms. Kapp indicated that she did not see a problem with any of the recommendations.

Commissioner Cymbaluk wanted the TIF District explained and Commissioner Bekkedahl stated that the rationale for the TIF District was in case the study that is currently going on with RDG determines that the downtown parking is insufficient and make a recommendation for a parking ramp the Ad Hoc Committee thought it was best to have the opportunity to start to secure funding for that with a TIF District opportunity as Bismarck, Minot, Fargo and other cities have used for financing the construction of downtown parking ramps. The TIF District must be in place prior to construction to get the future gain.

Commissioner Cymbaluk asked if there was proof of funds that the Renaissance Companies can perform as they are stating. That was included in the original packet discussion. There were letters of reference from banking and financial institutions.

Commissioner Cymbaluk stated that the company could tell us anything but that we need to make sure that they can perform.

After clarification with the City Attorney, Mayor Koeser stated that if the Commission was to approve this tonight what would take place is the agreement to enter into a purchase agreement and there is where the ability to detail any more of those requirements. Mr. Fureseth clarified that there were certain contingencies that would have to be met and they would have to be ironed out before proceeding. The actual sale of the property is not what is being worked out tonight. What they are looking for is an agreement to move forward with developing a purchase agreement with the City and this party.

Commissioner Cymbaluk stated that he like the Renaissance Companies concept but he

didn't think this was the time to be doing away with parking.

Rachel Ressler commented that after her preliminary walk through downtown and meetings with RDG that they feel that the City currently has almost enough parking and that they feel that Nancy's project is a good thing because a parking lot on Main Street takes away from the vibrancy of Downtown. RDG also thinks that some more interesting parking solutions could be worked out.

Commissioner Cymbaluk stated that he was not comfortable telling an 80 year old person that they needed to walk two blocks from a parking lot to go to the bank or visit an office.

Commissioner Klug stated that he was surprised by Ms. Ressler's comment and that before the study was completed that she had input on the one issue. Commissioner Klug wanted to know if it was so important that it needed to be addressed before the study was completed or if the study didn't need to be completed at all.

Ms. Ressler stated that the study did need to be completed, and that discussions and conclusions at this point are very preliminary, but that part of the point of the study was to get people together and talk about these issues.

Commissioner Cymbaluk feels that the sale should wait until the study is completed.

MOTION BY CYMBALUK, SECONDED BY KLUG, to reject the bid at this time.

AYE: Klug & Cymbaluk

NAY: Bekkedahl, Bogar & Koeser

ABSENT AND NOT VOTING: None

CARRIED: 2-3

MOTION BY BEKKEDAHL, SECONDED BY BOGAR, to provisionally accept the bid as presented with the input from the Land Sales Ad Hoc Committee accepted as part of that and direct the attorney and appropriate staff to enter into purchase agreement preparation.

AYE: Bekkedahl, Bogar & Koeser

NAY: Klug & Cymbaluk

ABSENT AND NOT VOTING: None

CARRIED: 3-2

20. Adjourn

MOTION BY BEKKEDAHL, SECONDED BY BOGAR, to adjourn.

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.