

**OFFICIAL PROCEEDINGS
BOARD OF CITY COMMISSIONERS
SEPTEMBER 24, 2013 6:00 P.M.
CITY HALL WILLISTON, NORTH DAKOTA**

1. Roll Call of Commissioners

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

COMMISSIONERS ABSENT: NONE

OTHERS PRESENT: John Kautzman, Bill Tracy, Donald Kress, Rachel Ressler, Shawn Wenko, Kent Jarcik, Chief Lokken, Chief Hanson, Monte Meiers, Pete Furuseth and Denell Kallemeyn

- ADD: 9. Report Of Department Heads
C (5) Temporary Construction Easement
E (1) Chief of Police Grant Offer
G (3) City Planner – Unified Development Code Meeting**

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the changes to the agenda.

MOTION CARRIED BY VOICE VOTE

2. Consent Agenda

- A. Reading and Approval of Minutes for:
 - (1.) Regular Meeting Dated September 24, 2013
- B. Auditor
 - (1.) Accounts, Claims and Bills

Combined Check Register

For checks between: 09/24/13 - 10/07/13

Payroll

Check #	Check Type		Vendor/Employee/Payee Number/Name	Check Amount	Date Issued
-76920	Pay	P	MERITAIN HEALTH MERITAIN HEALTH	910.17	09/27/13
-76919	Pay	P	MERITAIN HEALTH MERITAIN HEALTH	1110.24	10/02/13
-76918	Pay	P	56169 KATHERINE E. BERWICK	1159.00	10/04/13
-76917	Pay	P	56297 BRENDA D'ANGELO	854.55	10/04/13
-76916	Pay	P	12020 RANDY M DONNELLY	1706.91	10/04/13
-76915	Pay	P	56348 TYLER EMERSON	627.75	10/04/13
-76914	Pay	P	12017 JOHN L. KAUTZMAN	2701.13	10/04/13
-76913	Pay	P	56240 KAREN D. KUEHL	862.85	10/04/13
-76912	Pay	P	56255 CHELSEA S CAVANAUGH	682.08	10/04/13
-76911	Pay	P	13026 KEVIN W. CRAFT	1073.41	10/04/13
-76910	Pay	P	56195 JACKIE L. HATCH	718.74	10/04/13
-76909	Pay	P	56274 MEGAN NYGARD	625.24	10/04/13
-76908	Pay	P	56323 LINDSEY REPP	619.53	10/04/13

-76907	Pay	P	56359 KELLEN SANDLAND	282.30	10/04/13
-76906	Pay	P	56225 SUSAN E. SCHNEIDER	1082.08	10/04/13
-76905	Pay	P	13025 JOLEEN S. TINKER	1225.14	10/04/13
-76904	Pay	P	56344 CARRIE ZELLMER	356.42	10/04/13
-76903	Pay	P	56215 MARK W. ANDERSON	1578.81	10/04/13
-76902	Pay	P	56292 CAMERON BRADLEY	2737.46	10/04/13
-76901	Pay	P	18022 SHARYL J. BUSCH	2041.62	10/04/13
-76900	Pay	P	56162 JOSHUA A. BUTLER	1391.40	10/04/13
-76899	Pay	P	56237 ADEN A CLARK	1454.62	10/04/13
-76898	Pay	P	18028 DAVID C. DONNER	1764.38	10/04/13
-76897	Pay	P	56127 RICHARD S. FISHER	446.14	10/04/13
-76896	Pay	P	18001 ALAN K. HANSON	2203.15	10/04/13
-76895	Pay	P	56321 NICOLAS JOHNSON	123.28	10/04/13
-76894	Pay	P	18027 STEVEN D. KERZMANN	2596.29	10/04/13
-76893	Pay	P	18096 TRACY C. KERZMANN	1220.27	10/04/13
-76892	Pay	P	56332 ANDREW KINDLE	887.86	10/04/13
-76891	Pay	P	56107 VICTORIA L. KREGER	448.51	10/04/13
-76890	Pay	P	18099 ERICA J. MYERS	700.06	10/04/13
-76889	Pay	P	18070 JEANNE M. SAGASER RASSIER	1621.58	10/04/13
-76888	Pay	P	56130 ANDREW A. SAILER	1531.64	10/04/13
-76887	Pay	P	18020 RICHARD SHEARER	429.29	10/04/13
-76886	Pay	P	56174 SAM M. AIDE	1140.62	10/04/13
-76885	Pay	P	56166 RYAN J. ALLEN	989.28	10/04/13
-76884	Pay	P	56273 JASON BARTEN	1485.44	10/04/13
-76883	Pay	P	19024 DAVID L. BELISLE	1289.14	10/04/13
-76882	Pay	P	56246 HUGH E BENZEN	949.93	10/04/13
-76881	Pay	P	19092 DUSTIN J. BERTSCH	1413.13	10/04/13
-76880	Pay	P	19028 MARK R. BITZ	1749.22	10/04/13
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-76878	Pay	P	56121 DUSTIN R. CELANDER	1138.22	10/04/13
-76877	Pay	P	19076 CORY G COLLINGS	1962.71	10/04/13
-76876	Pay	P	56113 MINDY SUE DEGENSTEIN	1030.64	10/04/13
-76875	Pay	P	56278 DANIEL DERY	1059.93	10/04/13
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-76873	Pay	P	56354 RYAN EGERMAN	735.77	10/04/13
-76872	Pay	P	56289 STACEY EISSINGER	867.65	10/04/13
-76871	Pay	P	56183 AMBER M. GILMORE	1265.80	10/04/13
-76870	Pay	P	19009 LINDA R. GRANBOIS	1139.27	10/04/13
-76869	Pay	P	56147 JACOB J. GREGORY	1140.62	10/04/13
-76868	Pay	P	56343 ZACHARY HANSEN	734.07	10/04/13
-76867	Pay	P	19082 RANDY M. HAUGENOE	1489.90	10/04/13
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-76861	Pay	P	19012 THOMAS L. LADWIG	1868.66	10/04/13
-76860	Pay	P	19011 JAMES L LOKKEN	2621.89	10/04/13
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-76858	Pay	P	56061 AMY D. NICKOLOFF	1191.61	10/04/13
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-76856	Pay	P	19098 DAVID A. PETERSON	1394.62	10/04/13
-76855	Pay	P	56181 TREVOR J. ROBERTS	962.13	10/04/13
-76854	Pay	P	56148 JONATHAN D. ROGGENKAMP	686.79	10/04/13
-76853	Pay	P	56052 JAMESON J. O. SEIM	1427.10	10/04/13
-76852	Pay	P	56098 JAKE O. SNYDER	1327.47	10/04/13
-76851	Pay	P	19077 MICHAEL S. WILSON	1531.85	10/04/13
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-76843	Pay	P	56308 JAMES LEAHY	1512.44	10/04/13
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-76838	Pay	P	21040 MONTE C. MEIERS	1992.90	10/04/13
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-76836	Pay	P	21054 WAYNE A WIEDRICH	2887.92	10/04/13
-76835	Pay	P	22020 ROBERT D. KNAPPER	1687.05	10/04/13
-76834	Pay	P	56214 MICHAEL J. BEARCE	1146.74	10/04/13
-76833	Pay	P	56128 VERNON L. HENDRICKSON	1290.55	10/04/13
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-76831	Pay	P	56167 MATTHEW TUTAS	1067.94	10/04/13
-76830	Pay	P	56320 PHILIP ARENDS	1420.75	10/04/13
-76829	Pay	P	24019 ROBERT D. COUGHLIN	651.49	10/04/13
-76828	Pay	P	24018 EFFIE J. IVERSON	1420.69	10/04/13
-76827	Pay	P	24017 STEVEN W. JENSEN	1267.43	10/04/13
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-76824	Pay	P	56104 DANIEL W. TUPA	1070.56	10/04/13
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-76819	Pay	P	56252 DIANE THOMPSON	1084.28	10/04/13
-76818	Pay	P	56164 JACOB T BLOODGOOD	393.92	10/04/13
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-76816	Pay	P	56091 JAMES A HAGA JR	700.02	10/04/13
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-76808	Pay	P	56112 GARRISON CANTER	1245.08	10/04/13
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-76801	Pay	P	56200 GINA MOTTI	177.79	10/04/13
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-76797	Pay	P	56239 RACHEL K. RESSLER	1112.79	10/04/13
-76796	Pay	P	34016 ELAINE B. SINNESS	831.11	10/04/13
-76795	Pay	P	56314 NICK VASUTHASAWAT	1117.18	10/04/13
-76794	Pay	P	35025 JOSILYN F BEAN	1107.61	10/04/13
-76793	Pay	P	56267 SUZANNE GAUT	181.29	10/04/13
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-76791	Pay	P	56155 SCOTT R. MOLSTAD	1951.02	10/04/13
-76790	Pay	P	56079 BRENDA SEPTKA	1218.35	10/04/13
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-76787	Pay	P	56212 AMELIA A. BICKLER	137.14	10/04/13
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-76785	Pay	P	56144 CRYSTAL M. BONNER	187.13	10/04/13
-76784	Pay	P	48102 KAYLA J. HELL	672.85	10/04/13
-76783	Pay	P	56333 STEVEN MCGAUGHEY	470.75	10/04/13
-76782	Pay	P	56111 ANDREA L. MITCHELL	147.33	10/04/13
-76781	Pay	P	56341 KACEY PETERSON	140.23	10/04/13
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-76779	Pay	P	48034 YVONNE A. TOPP	530.40	10/04/13
-76778	Pay	P	52011 ANN M. KVANDE	1103.67	10/04/13
-76777	Pay	P	56306 MARGARET LUNSFORD	960.34	10/04/13
-76776	Pay	P	56041 BARBARA J. PETERSON	1097.56	10/04/13
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-76773	Pay	P	53005 BOBBI JO CLARKE	1149.97	10/04/13
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-76771	Pay	P	53002 AMY A. KRUEGER	1621.93	10/04/13
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-76766	Pay	P	56080 BRAD E. SEPTKA	2450.90	10/04/13
-76765	Pay	P	56150 SAMANTHA R. YODER	1264.01	10/04/13
-76764	Pay	P	56028 David Benth	77.57	10/04/13
-76763	Pay	P	56025 Michael S. Conlin	123.79	10/04/13
-76762	Pay	P	56026 Scott Copenhaver	271.93	10/04/13
-76761	Pay	P	56351 Jonathon Korner	206.86	10/04/13

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-76759	Pay	P	56013 Josh S. Mosbrucker	51.72	10/04/13
-76758	Pay	P	56015 Dwight A. Richter	123.79	10/04/13
-76757	Pay	P	56058 Brenden L. Stevens	206.86	10/04/13
-76756	Pay	P	56179 Duane S. Winter	408.27	10/04/13
-76755	Pay	P	DEFERRED COMP NATIONWIDE RETIREMENT SO	16182.51	10/03/13
-76754	Pay	P	ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE	1339.50	10/03/13
-76753	Pay	P	FIT U.S. TREASURY	116186.10	10/03/13
-76752	Pay	P	Medicare U.S. TREASURY	1101.08	10/04/13
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-76673	Pay	V	Check not processed in this period	0.00	//
-76672	Pay	P	FIT U.S. TREASURY	23710.12	10/07/13
1670	Clm	MC	756 TRI-COUNTY REGIONAL DEVELOPMENT C	11175.42	09/25/13
59101	Clm	C	564 WILLIAMS RURAL WATER DISTRICT	0.00	09/24/13
59102	Clm	SC	564 WILLIAMS RURAL WATER DISTRICT	1323000.00	09/24/13
59103	Clm	SC	1973 GARNER ENVIRONMENTAL SERVICES INC	6895.06	09/24/13
59104	Clm	SC	999999 MICHAEL SIMPSON	10.00	09/25/13
59105	Clm	SC	673 CLERK OF DISTRICT COURT	500.00	09/25/13
59106	Clm	SC	999999 CALVIN SANDBERG	150.00	09/25/13
59107	Clm	SC	470 US POSTAL SERVICE	1298.40	09/25/13
59108	Clm	SC	1401 Valley Rental - Bakken Heights VI	11200.00	09/25/13

59109	Pay	P	ND HEALTH ND PUBLIC EMPLOYEES RETI	136175.00	09/25/13
59110	Clm	SC	1974 Ports to Plains Alliance	2500.00	09/26/13
59111	Clm	SC	1667 Storage Plaza,LLC	570.00	09/26/13
59112	Clm	SC	797 BASIN BROKERS	22248.75	09/26/13
59113	Clm	SC	1167 STRATA CORPORATION	245236.48	09/26/13
59114	Clm	SC	196 KADRMAS LEE & JACKSON INC	12815.46	09/26/13
59115	Clm	SC	999998 ANTHONY D. DUDAS	222.22	09/26/13
59116	Clm	SC	999998 STEVEN C. KJERGAARD	540.80	09/26/13
59117	Clm	SC	999998 RYAN O'REAR	1172.20	09/26/13
59118	Pay	P	56026 Scott Copenhaver	248.88	09/27/13
59119	Pay	P	APARTMENTS WSCF DAKOTA COMMERCIAL - WSC	6850.00	09/27/13
59120	Pay	P	AFLAC AMERICAN FAMILY LIFE ASS	2480.28	09/30/13
59121	Pay	P	AMERICAN NATION AMERICAN NATIONAL LIFE I	205.56	09/30/13
59122	Pay	P	AVESIS AVESIS	151.99	09/30/13
59123	Pay	P	LINCOLN MUTUAL LINCOLN MUTUAL LIFE & CA	1240.60	09/30/13
59124	Pay	P	USABLE USABLE	281.82	09/30/13
59125	Pay	P	APARTMENT BH10 VALLEY RENTAL - BAKKEN H	34530.00	09/30/13
59126	Pay	P	APARTMENT BH2 VALLEY RENTAL - BAKKEN H	2820.00	09/30/13
59127	Pay	P	APARTMENT BH5 VALLEY RENTAL - BAKKEN H	2640.00	09/30/13
59128	Pay	P	APARTMENT BH6 VALLEY RENTAL - BAKKEN H	17430.00	09/30/13
59129	Pay	P	APARTMENT BH7 VALLEY RENTAL - BAKKEN H	24300.00	09/30/13
59130	Pay	P	APARTMENT BH8 VALLEY RENTAL - BAKKEN H	5460.00	09/30/13
59131	Pay	P	APARTMENT BH9 VALLEY RENTAL - BAKKEN H	24300.00	09/30/13
59132	Clm	SC	1401 Valley Rental - Bakken Heights VI	17400.00	09/30/13
59133	Clm	SC	673 CLERK OF DISTRICT COURT	500.00	10/01/13
59134	Clm	SC	999999 KAREE GARDNER	150.00	10/01/13
59135	Clm	SC	999999 CHAD HOFF	332.00	10/01/13
59136	Clm	SC	999999 RICHARD LAYTON	200.00	10/01/13
59137	Clm	SC	649 WAL-MART SUPERCENTER	33.00	10/01/13
59138	Clm	SC	999999 LEROY KYLES	200.00	10/01/13
59139	Pay	P	PERS NORTH DAKOTA PUBLIC EMPL	156068.56	10/02/13
59140	Pay	P	12026 KAREN P. LARSON	1240.25	10/04/13
59141	Pay	P	56295 CHERIE SMITH	525.22	10/04/13
59142	Pay	P	17016 THOMAS J. GLENN	1048.71	10/04/13
59143	Pay	P	18094 MICHAEL CASLER	282.59	10/04/13
59144	Pay	P	18026 MATTHEW L. GARDNER	335.87	10/04/13
59145	Pay	P	56325 DAVID GORDON	866.56	10/04/13
59146	Pay	P	56337 DARIN JOHNSON	1506.80	10/04/13
59147	Pay	P	56269 CLAY KAUTZER	1539.90	10/04/13
59148	Pay	P	56290 BRADLEY SCHERER	1007.20	10/04/13
59149	Pay	P	18046 GARVIN SEMENKO	20.55	10/04/13
59150	Pay	P	18048 DARWIN STEVENS	22.16	10/04/13
59151	Pay	P	18078 MICHAEL W. WALTERS	44.16	10/04/13
59152	Pay	P	19095 WALTER H. HALL	1543.97	10/04/13
59153	Pay	P	56243 JACOB R. HENDRICKS	908.20	10/04/13
59154	Pay	P	56279 ALEC RAISBECK	1048.66	10/04/13
59155	Pay	P	21041 ROBERT E HANSON	2354.82	10/04/13
59156	Pay	P	22021 LES CHRISTENSEN	1680.25	10/04/13
59157	Pay	P	22014 GARY L. GLOVATSKY	1408.79	10/04/13

59158	Pay	P	23126 BRENT E. HANSON	1676.95	10/04/13
59159	Pay	P	23039 BRUCE A. JOHNSON	1095.91	10/04/13
59160	Pay	P	56288 CHRISTOPHER MALONE	653.09	10/04/13
59161	Pay	P	27096 RUSSELL E. MOMBERG	1368.54	10/04/13
59162	Pay	P	56049 MICHEAL A. PETERS, JR.	781.28	10/04/13
59163	Pay	P	56362 JOHN WELKER	715.10	10/04/13
59164	Pay	P	56189 AMANDA M. KAISER	732.23	10/04/13
59165	Pay	P	25030 PEDAR A. ANDRE	1214.67	10/04/13
59166	Pay	P	27058 DAVID LEE BELL	2229.28	10/04/13
59167	Pay	P	56187 STEPHEN R. KOHLER	975.33	10/04/13
59168	Pay	P	25106 RICHARD S. ODEGARD	1772.77	10/04/13
59169	Pay	P	27067 RICHARD D. BORUD	1397.93	10/04/13
59170	Pay	P	56202 GUNNAR CORCORAN	996.88	10/04/13
59171	Pay	P	23136 JAMES B. ENGEN	2447.09	10/04/13
59172	Pay	P	56355 TIMOTHY JEWELL	1094.66	10/04/13
59173	Pay	P	27091 JOSEPH G. MONSON	1221.48	10/04/13
59174	Pay	P	56303 TROY OSTER	664.62	10/04/13
59175	Pay	P	56358 RYAN O'REAR	923.01	10/04/13
59176	Pay	P	56346 DONNIE PORTER	784.05	10/04/13
59177	Pay	P	31051 GORDON L. SMESTAD	1761.23	10/04/13
59178	Pay	P	56099 MARK C. AMONDSON	965.29	10/04/13
59179	Pay	P	56361 JUSTIN EDWARDS	1275.79	10/04/13
59180	Pay	P	32006 WILLIAM M. MCQUISTON	1145.62	10/04/13
59181	Pay	P	56253 STEPHEN OLEGARIO	294.94	10/04/13
59182	Pay	P	37008 LAVERN GOHL	1563.98	10/04/13
59183	Pay	P	56180 DIANE C. HAGEN	423.16	10/04/13
59184	Pay	P	56276 ELTON LARSON	101.58	10/04/13
59185	Pay	P	56298 SAWYER ZENT	136.97	10/04/13
59186	Pay	P	56066 ZACHARY G. CORCORAN	972.99	10/04/13
59187	Pay	P	54065 PATRICIA K. FIORENZA	1512.11	10/04/13
59188	Pay	P	56001 David W. Arnson	25.85	10/04/13
59189	Pay	P	56003 Randall H. Bjella	179.71	10/04/13
59190	Pay	P	56116 Tyler D. Carlstad	248.88	10/04/13
59191	Pay	P	56085 Kyle D. Christensen	155.14	10/04/13
59192	Pay	P	56339 James Dixon	103.44	10/04/13
59193	Pay	P	56023 Mathew P. Ekblad	182.27	10/04/13
59194	Pay	P	56005 Cory J. Hanson	576.26	10/04/13
59195	Pay	P	56030 Martin J. Haug	51.72	10/04/13
59196	Pay	P	56007 Troy R. Heupel	179.71	10/04/13
59197	Pay	P	56205 Brandon Hoffman	191.96	10/04/13
59198	Pay	P	56034 Blaine C. Jeanotte	255.03	10/04/13
59199	Pay	P	56219 Jeremy V Knapkewicz	232.73	10/04/13
59200	Pay	P	56291 James Laqua	232.73	10/04/13
59201	Pay	P	56238 Ryan Lee	232.73	10/04/13
59202	Pay	P	56009 Billy J. Lynn	51.72	10/04/13
59203	Pay	P	56281 Joshua Mahlum	155.14	10/04/13
59204	Pay	P	56083 Traver D. Melby	25.85	10/04/13
59205	Pay	P	56012 Miles A. Mortenson	100.74	10/04/13
59206	Pay	P	56016 Kyle J. Rosslund	92.35	10/04/13

59207	Pay	P	56019 Garvin D. Semenko	206.86	10/04/13
59208	Pay	P	56338 Steve Simard	258.58	10/04/13
59209	Pay	P	56020 Darwin J. Stevens	666.95	10/04/13
59210	Pay	P	56022 Scott S. Tanner	298.56	10/04/13
59211	Pay	P	56027 Michael W. Walters	443.83	10/04/13
59212	Pay	P	56237 ADEN A CLARK	552.39	10/04/13
59213	Pay	P	DCI CREDIT DCI CREDIT SERVICES INC	197.61	10/03/13
59214	Pay	P	DEL CHILD SUPPO DCSE	135.00	10/03/13
59215	Pay	P	ID CHILD SUPPOR IDAHO CHILD SUPPORT RECE	377.50	10/03/13
59216	Pay	P	MN CHILD SUPPOR MINNESOTA CHILD SUPPORT	348.50	10/03/13
59217	Pay	P	NC CHILD SUPPOR NC CHILD SUPPORT	205.00	10/03/13
59218	Pay	P	56155 SCOTT R. MOLSTAD	4564.87	10/04/13
59219	Pay	P	PERS NORTH DAKOTA PUBLIC EMPL	94719.18	10/04/13
59220	Clm	V	Check not processed in this period	0.00	//
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59241	Clm	V	Check not processed in this period	0.00	//
59242	Clm	V	Check not processed in this period	0.00	//
59243	Clm	SC	483 VECTOR CONTROL DIST #1	38410.87	10/07/13
59244	Clm	SC	1976 AccessData	4504.95	10/07/13
59245	Clm	SC	1596 ACE TOWING	656.00	10/07/13
59246	Clm	SC	632 ACKERMAN-ESTVOLD	19913.76	10/07/13
59247	Clm	SC	3 ADVANCED ENGINEERING &	447255.44	10/07/13
59248	Clm	SC	1230 AFFORDABLE TOWING	250.00	10/07/13
59249	Clm	SC	1768 ALLIANCE CONSULTING LC	29805.00	10/07/13
59250	Clm	SC	806 AMERICAN CEMETERY	49.00	10/07/13
59251	Clm	SC	1391 AMERICAN ENGINEERING TESTING INC	6211.80	10/07/13
59252	Clm	SC	718 AMERIPRIDE LINEN AND APPAREL SERV	387.13	10/07/13
59253	Clm	SC	1910 ANDERSON & WOOD CONSTRUCTION CO I	527396.25	10/07/13
59254	Clm	SC	540 AQUA-PURE INCORPORATED	11877.00	10/07/13
59255	Clm	SC	30 ASTRO-CHEM LAB, INC.	410.00	10/07/13

59256	CIm	SC	708 AT&T	7.84	10/07/13
59257	CIm	SC	33 BAKER & TAYLOR CO.	271.71	10/07/13
59258	CIm	SC	34 BALCO UNIFORM CO., INC.	2382.14	10/07/13
59259	CIm	SC	38 BASIN PRINTERS, INC.	2317.00	10/07/13
59260	CIm	SC	1074 BATTERYZONE	362.79	10/07/13
59261	CIm	SC	1223 BEST WESTERN PLUS/RAMKOTA HOTEL	1224.00	10/07/13
59262	CIm	SC	46 BIG SKY BATTERY MFG.	479.80	10/07/13
59263	CIm	SC	1442 BIG SKY BUSINESS JOURNAL	55.00	10/07/13
59264	CIm	SC	49 BLACK MOUNTAIN SOFTWARE	21253.00	10/07/13
59265	CIm	SC	1975 BLONDIE'S	1500.00	10/07/13
59266	CIm	SC	52 BORDER STATES ELECTRIC	896.48	10/07/13
59267	CIm	SC	999998 BRAD D. BEKKEDAHL	1486.41	10/07/13
59268	CIm	SC	56 BRADY MARTZ, CPA	4322.94	10/07/13
59269	CIm	SC	1054 C & D WATER SERVICES	42.00	10/07/13
59270	CIm	SC	65 CANDLELIGHT COTTAGE	177.54	10/07/13
59271	CIm	SC	69 CARQUEST AUTO PARTS STORES	77.16	10/07/13
59272	CIm	SC	999998 CARRIE ZELLMER	62.50	10/07/13
59273	CIm	SC	549 CASH WISE FOODS	54.87	10/07/13
59274	CIm	SC	204 CCR-WILLISTON III, LLC	80.00	10/07/13
59275	CIm	SC	1977 CELLEBRITE USA, INC.	10084.00	10/07/13
59276	CIm	SC	710 CHANEY'S CAR & TRUCK REPAIR	1100.00	10/07/13
59277	CIm	SC	1332 Charles Wilder	2100.00	10/07/13
59278	CIm	SC	999998 CHERIE SMITH	62.50	10/07/13
59279	CIm	SC	999999 CHIPMASTERS	1000.00	10/07/13
59280	CIm	SC	77 CITY OF WILLISTON	3818.10	10/07/13
59281	CIm	SC	79 CITY OF WILLISTON	57344.76	10/07/13
59282	CIm	SC	1899 CITY OF WILLISTON	291313.72	10/07/13
59283	CIm	SC	1666 CIVIL SCIENCE	78803.95	10/07/13
59284	CIm	SC	673 CLERK OF DISTRICT COURT	12.09	10/07/13
59285	CIm	SC	1662 Connecting Point Computers Center	123.75	10/07/13
59286	CIm	SC	567 CRAIG'S SMALL ENGINE REPAIR	42.28	10/07/13
59287	CIm	SC	825 CROWLEY FLECK PLLP	225.00	10/07/13
59288	CIm	SC	1900 Crystal FLETCHER	850.00	10/07/13
59289	CIm	SC	548 DAKOTA DIESEL	2381.28	10/07/13
59290	CIm	SC	93 DAKOTA SUPPLY GROUP	5175.01	10/07/13
59291	CIm	SC	1869 Dani Clarke	150.00	10/07/13
59292	CIm	SC	999998 DANIEL DERY	25.00	10/07/13
59293	CIm	SC	100 DAWA SOLUTIONS GROUP	5000.00	10/07/13
59294	CIm	SC	1705 DEGENSTEIN'S AUTO PLUS	2290.00	10/07/13
59295	CIm	SC	1906 DICKSON SCHAAN	840.00	10/07/13
59296	CIm	SC	1978 DIGITAL SHIELD, INC.	1624.99	10/07/13
59297	CIm	SC	999998 DONALD KRESS	226.00	10/07/13
59298	CIm	SC	568 DPC INDUSTRIES, INC	2721.75	10/07/13
59299	CIm	SC	121 EIDE BAILLY LLP	5000.00	10/07/13
59300	CIm	SC	124 ELECTRIC & MAGNETO, INC.	372.00	10/07/13
59301	CIm	SC	126 EMRY'S LOCKSMITHING	299.00	10/07/13
59302	CIm	SC	1550 ENVIRO SHIELD PRODUCTS, INC	675.00	10/07/13
59303	CIm	SC	553 FARM AND RANCH GUIDE	32.95	10/07/13
59304	CIm	SC	816 FIRE EXTINGUISHING SYSTEMS, INC	189.90	10/07/13

59305	CIm	SC	134 FORT UNION SUPPLY & TRADE	41.90	10/07/13
59306	CIm	SC	1496 FOUND IT NOW	377.35	10/07/13
59307	CIm	SC	354 FURUSETH LAW FIRM, PC	16950.00	10/07/13
59308	CIm	SC	139 GAFFANEY'S	299.64	10/07/13
59309	CIm	SC	1019 Gardner Publishing	169.66	10/07/13
59310	CIm	SC	1979 GENE LINDSEY	1328.75	10/07/13
59311	CIm	SC	1154 GOOSENECK IMPLEMENT	27.55	10/07/13
59312	CIm	SC	144 GRAYMONT WESTERN CANADA	30069.96	10/07/13
59313	CIm	SC	1745 Hali-Brite, Inc.	563.71	10/07/13
59314	CIm	SC	624 HAMERS AUTOMOTIVE	2240.53	10/07/13
59315	CIm	SC	151 HAWKINS, INC.	39055.50	10/07/13
59316	CIm	SC	1833 HDR ENGINEERING INC	4981.83	10/07/13
59317	CIm	SC	550 HEDAHL'S PARTS PLUS	46.49	10/07/13
59318	CIm	SC	153 HEIMAN FIRE EQUIPMENT, INC.	11468.05	10/07/13
59319	CIm	SC	161 HOME OF ECONOMY	570.63	10/07/13
59320	CIm	SC	162 HORIZON RESOURCES	27523.96	10/07/13
59321	CIm	SC	163 HOSE AND RUBBER SUPPLY	84.39	10/07/13
59322	CIm	SC	999998 HUGH E BENZEN	25.00	10/07/13
59323	CIm	SC	1503 iDSS	50.00	10/07/13
59324	CIm	SC	175 INTERSTATE ENGINEERING	8101.50	10/07/13
59325	CIm	SC	176 INTERSTATE POWER SYSTEMS	203.84	10/07/13
59326	CIm	SC	999998 JAMES LEAHY	305.30	10/07/13
59327	CIm	SC	1786 JLG Architects	12992.92	10/07/13
59328	CIm	SC	999998 KELLEN SANDLAND	62.50	10/07/13
59329	CIm	SC	1299 KNIFE RIVER-NORTH CENTRAL	1329023.31	10/07/13
59330	CIm	SC	212 KOTANA COMMUNICATIONS	278.80	10/07/13
59331	CIm	SC	893 KRUGER INC.	4346.51	10/07/13
59332	CIm	SC	956 L & K ELECTRIC	1220.00	10/07/13
59333	CIm	SC	999998 LINDSEY REPP	62.50	10/07/13
59334	CIm	SC	240 MATHISON COMPANY	444.78	10/07/13
59335	CIm	SC	781 MED ALLIANCE GROUP, INC	2556.93	10/07/13
59336	CIm	SC	999998 MICHAEL S. WILSON	95.00	10/07/13
59337	CIm	SC	250 MICROMARKETING ASSOCIATES	267.70	10/07/13
59338	CIm	SC	254 MIKE'S WINDOW CLEANING SERVICE	199.00	10/07/13
59339	CIm	SC	255 MILLY'S ALTERATIONS	30.00	10/07/13
59340	CIm	SC	261 MON-DAK HTG & PLG, INC.	752.76	10/07/13
59341	CIm	SC	243 MONTANA DAKOTA UTILITIES	29964.25	10/07/13
59342	CIm	SC	1632 MORRISON MAIERLE INC	3036.87	10/07/13
59343	CIm	SC	267 MOUNTRAIL-WILLIAMS REC	441.11	10/07/13
59344	CIm	SC	270 MURPHY MOTORS, INC.	4085.64	10/07/13
59345	CIm	SC	271 MVTL/MINNESOTA VALLEY	63.00	10/07/13
59346	CIm	SC	275 NAPA AUTO PARTS	910.91	10/07/13
59347	CIm	SC	284 ND BLDG OFFICIALS ASSOC.	50.00	10/07/13
59348	CIm	SC	297 ND ONE CALL	733.15	10/07/13
59349	CIm	SC	311 ND STATE RADIO COMM.	600.00	10/07/13
59350	CIm	SC	1697 Neopost	80.85	10/07/13
59351	CIm	SC	584 NMN, INC.	370.90	10/07/13
59352	CIm	SC	1733 Noble Industrial Supply Corp.	1297.80	10/07/13
59353	CIm	SC	1927 NORTH STAR ENERGY & CONSTRUCTION	201778.83	10/07/13

59354	CIm	SC	333 NORTHWEST SUPPLY CO.	110.00	10/07/13
59355	CIm	SC	340 OHNSTAD TWICHELL PC	1653.75	10/07/13
59356	CIm	SC	344 ONE FULFILLMENT	330.00	10/07/13
59357	CIm	SC	1055 PARTS CENTRAL - HEIL ENVIRONMENTA	577.05	10/07/13
59358	CIm	SC	351 PENWORTHY	850.79	10/07/13
59359	CIm	SC	1051 POET ETHANOL PRODUCTS, LLC	3272.46	10/07/13
59360	CIm	SC	1974 Ports to Plains Alliance	2500.00	10/07/13
59361	CIm	SC	359 PRAXAIR DISTRIBUTION INC	254.75	10/07/13
59362	CIm	SC	641 PREBLE MEDICAL SERVICES, INC	494.00	10/07/13
59363	CIm	SC	362 PRO SAFE PEST CONTROL	127.05	10/07/13
59364	CIm	SC	363 PUBLIC SAFETY CENTER, INC	5065.18	10/07/13
59365	CIm	SC	819 PUBLIC SAFETY EQUIPMENT CO., LLC	420.50	10/07/13
59366	CIm	SC	364 PURCHASE POWER	1135.09	10/07/13
59367	CIm	SC	1882 RAM SPV II, LLC	2600.00	10/07/13
59368	CIm	SC	1898 RDG Planning & Design	35590.00	10/07/13
59369	CIm	SC	1394 RDO EQUIPMENT CO	284.84	10/07/13
59370	CIm	SC	390 RICHARD A. JOHNSON	440.00	10/07/13
59371	CIm	SC	405 RYAN MOTORS	52.19	10/07/13
59372	CIm	SC	1133 SANDERSON STEWART	124077.41	10/07/13
59373	CIm	SC	409 SANITATION PRODUCTS	207.95	10/07/13
59374	CIm	SC	415 SELECT FORD	61096.52	10/07/13
59375	CIm	SC	416 SELID PLUMBING & HEATING INC	55.00	10/07/13
59376	CIm	SC	418 SHAWN R. WENKO	238.93	10/07/13
59377	CIm	SC	420 SHERWIN-WILLIAMS	3684.34	10/07/13
59378	CIm	SC	669 SHIRT WORX	112.00	10/07/13
59379	CIm	SC	426 SOURIS RIVER TELECOMMUNICATIONS	257.29	10/07/13
59380	CIm	SC	442 SWEEP-N-STRIPE	2325.00	10/07/13
59381	CIm	SC	1104 Tantor Audio	22.74	10/07/13
59382	CIm	SC	1895 The American Legion, Department o	375.00	10/07/13
59383	CIm	SC	1896 The UPS Store 6375	1745.50	10/07/13
59384	CIm	SC	1980 TJS Enterprises, LLC dba The UPS	5000.00	10/07/13
59385	CIm	SC	886 TotalFunds by Hasler	500.00	10/07/13
59386	CIm	SC	460 TRACTOR & EQUIPMENT CO.	181866.41	10/07/13
59387	CIm	SC	461 TRACTOR SUPPLY CREDIT PLAN	61.95	10/07/13
59388	CIm	SC	999998 TREVOR J. ROBERTS	25.00	10/07/13
59389	CIm	SC	484 VERIZON WIRELESS	398.49	10/07/13
59390	CIm	SC	485 VESSCO, INC.	165.37	10/07/13
59391	CIm	SC	487 VISA	6262.58	10/07/13
59392	CIm	SC	1284 Vogel Law Firm	7500.00	10/07/13
59393	CIm	SC	503 WESTLIE MOTOR CO.	1549.61	10/07/13
59394	CIm	SC	531 WILLIAMS COUNTY AUDITOR	11319.43	10/07/13
59395	CIm	SC	532 WILLIAMS COUNTY HIGHWAY DEPT.	552.63	10/07/13
59396	CIm	SC	564 WILLIAMS RURAL WATER DISTRICT	81.89	10/07/13
59397	CIm	SC	1716 Williams Scotsman, Inc.	583.00	10/07/13
59398	CIm	SC	514 WILLISTON COMMUNITY LIBRARY	215.41	10/07/13
59399	CIm	SC	519 WILLISTON HOME & LUMBER	171.01	10/07/13
59400	CIm	SC	525 WILLISTON TIRE CENTER	2730.88	10/07/13
59401	CIm	SC	526 WILLISTON TRUE VALUE	251.19	10/07/13
59402	CIm	SC	530 WILLISTON/WILLIAMS COUNTY - LEC	921.06	10/07/13

59403	CIm	SC	1469 XYLEM WATER SOLUTIONS	5462.46	10/07/13
59404	CIm	SC	536 ZEE MEDICAL SERVICES	217.30	10/07/13

Grand Total	# of Checks:			6389600.58	
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- (2.) Application for a Local Permit or Charity Local Permit
- (3.) Special Permit to Sell Alcoholic Beverages
 - a. Edgar M. Boyd – American Legion: 9/28/13 – Birthday party
- (4.) Application for Taxi License
 - a. Mr. Kab Taxi – additional vehicle: 2012 Econo Van – VIN: 1FBFF3FXCDA5972
- (5.) Application for Pesticide Applicator’s Permit
- C. Building Official
 - (1.) Fuel and Gas Installer
 - a. Marco Ponce – Alpha Mechanical Heating & AC
 - (2.) Journeyman Mechanical
 - a. Marco Ponce – Alpha Mechanical Heating & AC
 - (3.) Sign Hanger
 - a. Earl’s Electric, Inc.
 - (4.) Journeyman Plumber
 - a. Justin Meyer – Ellingson Plumbing & Heating
- D. City Planner
- E. Assessor
 - (1) Exemptions

MOTION BY BEKKEDAHL, SECONDED BY CYMBALUK, to approve the Consent Agenda.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED 5-0

- 3. Bid Openings
- 4. Public Hearings
- 5. Accounts, Claims and Bills Not Approved in the Consent Agenda
- 6. Ordinances

A. Ordinance 971 (Wall Signage) – Second Read
 Rachel Ressler a Staff Planner with the Planning and Zoning Department brings the Public Hearing for Ordinance 971 to the Commissioners for consideration to amend section 20L sign limitations for C-2 General Commercial District. Ordinance 971 states Wall signage cannot exceed 20% of the facade to which it is attached but that at least 60 square feet up to 200 square feet is allowed. This ordinance was not designed to handle sign requests from the types of buildings applying for signs today. The ordinance is also not clear as to how many signs are allowed per facade. The updated ordinance clarifies the amount of footage can be broken up to more than one sign and does not put a limit on wall footage on stores with more than 100 feet of building frontage. Section number 5 states wall signs may be erected not exceeding 2 square feet per 1 foot of building frontage of the facade to which it will be attached. If less than 100 feet of building

frontage signage may not exceed 20% of facade and not to exceed 200 square feet of wall signage. Wall signage may not extend beyond the top of the wall of the facades to which they are attached. The Planning and zoning Department recommended approving this amendment to Ordinance 971.

Commissioner Koeser inquired to the rationale of signage not exceeding the top of the wall of the facades to which it is attached. It was discovered that it was written that way in the original ordinance.

MOTION BY BEKKEDAHL, SECONDED BY BROSTUEN, to approve the Second Reading of Ordinance 971 an amendment to Section 20L a wall signage ordinance.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

B. Ordinance 974 (Mobile Commercial Business) – Second Read

Nick Vasuthasawat with the Planning and Zoning Department brings to consideration Ordinance 974 which was first brought before the city commission on September 10, 2013 to establish a 6 month moratorium to prohibit all future operations of mobile commercial businesses within the city limits. The Commissioners approved the first reading on a vote of 5-0. Staff recommends approving the second reading of Ordinance 974 to prohibit all future operations of mobile home commercial businesses for the remaining 6 month moratorium period. Also, that all future discussions regarding the operating of mobile commercial business be addressed by the committee and brought back before the City Commission before the final review. There was discussion of the two existing business that the city is aware of that would be allowed to continue operating during the moratorium: the mobile vet and the mobile chiropractor.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the Second Reading of Ordinance 974 continuing the 6 month moratorium prohibiting mobile commercial businesses from operating in city limits.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

C. Ordinance 977 (Commission Salary Increase) – First Read

John Kautzman stated that the budget was approved in the prior meeting in which there was a 5% salary increase for City Commissioners as well as the President of the Commission. John stated that the meeting regarding the budget is open to the public and has a separate ordinance. If the salary increase is approved, City commissioners' salary will be \$763 monthly and the President of the Commission will receive \$1,444 monthly payable at end of the month and drawn on the General Fund. This would be a 5% increase of what the Commissioners' salary is currently. It is determined early on what level of raises there will be for staff so if it is approved by the Commission the money is already in the General Fund and if not approved it will be excess in the General Fund.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the First Reading of Ordinance 977 which would give City Commissioners and President of the Commission a 5% salary increase.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

7. Petitions, Communications and Remonstrance's
8. Report of Commissioners
 - A. President of the Board
 - (1.) Appointment of Committee to address Temporary Housing During Dangerously Cold Weather

Ward Koeser is seeking approval to put together a committee that would address temporary housing during dangerously cold weather to those in need. Ward stated that churches have been calling him, discussing this matter and bringing up their concerns about what to do when winter becomes hazardous. Ward stated he would like to appoint a committee headed by himself as well as Commissioner Brostuen, Kent Jarcik with planning and zoning, Bill Tracy with the Building Dept., Chief Lokken, Chief Hanson at least 2 pastors from the community and the Salvation Army. With this group of people on the committee the city should be able to come up with something safe and legal. Ward also stated that what they would like to be done has been done in the city of Dickinson for a year or two and has worked out very well. Ward is seeking approval from the Commission to appoint this Committee. Commissioner Howard Klug discussed having a counsel president or member from the churches also be able to make up the committee instead of just pastors. Koeser was in support of this.

MOTION BY KLUG, SECONDED BY BEKKEDAHL, to appoint a Committee to address Temporary Housing During Dangerously Cold Weather.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- 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
 - (1.) University Commons TIF Amendment

City Auditor John Kautzman is seeking approval for a request for an October 8th public hearing to amend the University Commons TIF to include a broader number of structures.

MOTION BY BEKKEDAHL, SECONDED BY CYMBALUK, to approve a request for an October 8th Public Hearing to possibly amend the University Commons TIF.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED 5-0

- (2.) Resolution Authorizing Escrow and Disbursing and Custodial Agreement and Authorizing Higher Net Interest Cost

Our attorney with Ohnstad Twichell requested us to do 2 things: Authorize Escrow and Disbursing and Custodial Agreement and Authorize Higher Net Interest cost. This was originally brought up in June and at that time cap was thought to be 3.5% and our attorney is now asking for it to be moved up to 3.75%, a .25% base point increase. Bank of North Dakota is confident that they will still come in closer to the 3.50% range. Resolution 13-135 covers those 2 items. This should be pulled together and finalized by October 1, 2013.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve Resolution 13-135, which includes a .25% increase for bonds requested by the city's attorney with Ohnstad Twichell.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeger

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- B. Attorney
C. Director of Public Works/City Engineer
(1.) NDDOT Williston NW Permanent Truck Reliever Route Phase IA Construction and Maintenance Agreement

Monte Meiers from Public Works presented a Construction and Maintenance Agreement with DOT for installation of a truck reliever route which would include: 2 miles of grading, widening, pavement, paving signals and lighting along the NW truck route, located at 141st NW. DOT will cover 100% of the cost and maintenance would be a shared effort between the City, County and DOT.

MOTION BY CYMBALUK, SECONDED BY KLUG, to approve the Truck Reliever Route Construction and Maintenance Agreement with DOT.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(2.) Sewer Improvement District 13-14 Amended Resolutions

Department of Public Works is requesting approval to amend the Resolution to create District 13-14 sewer improvements in the Williston Rail Industrial Park Subdivision. The improvements include: upgrading an existing lift station, 4800 feet of force main, 1200 feet of gravity main and one service connection. This project is estimated to be approximately \$1.8M. When originally bid on back in July, the single bid that we received was 45% higher than the engineers' estimate. Because of this we were required to wait and start the bidding process over. The bid opening is scheduled for October 17, 2013.

MOTION BY BEKKEDahl, SECONDED BY CYMBALUK, to approve amendments of Resolution 13-14 for Sewer Improvements in the Williston Rail Industrial Park Subdivision.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug, & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(3.) District 13-13 Change Order #1

The Department of Public Works is requesting approval of Change order #1 to cover the costs of interim traffic signals that were installed at the intersection of County Highway 7C and US Highway 2/85 during the course of the project being constructed on 42nd street and 16th avenue. This changed order is valued at \$95,132.45 and would be for the duration of the construction project.

MOTION BY KLUG, SECONDED BY BEKKEDahl, to approve District 13-13 Change Order #1 allowing coverage of costs incurred from interim traffic signals that were installed at the intersection of County Hwy 7C & US Hwy 2/85.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(4.) P214 2013 Water Replacement Change Order #1

The Department of Public Works is requesting approval of Change Order #1 for the P214 2013 Water Main Replacement project. The change order is valued at \$14,438.69 and covers cost of removing newly installed water main in order to replace a small segment of aging tile sewer on 1st avenue E that wasn't planned or in records.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve P214 2013 Water Replacement Change Order #1.**AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser****NAY: None****ABSENT AND NOT VOTING: None****CARRIED: 5-0****(5.) Extend Temporary Construction Easement with Basin Concrete**

The Department of Public Works is presenting a request to extend the Temporary Construction Easement with Basin Concrete. The 32nd Ave W project has not yet been completed. In August of last year we created a Temporary Construction Easement with Bobby Erickson of Basin Concrete to be able to build the roadway through there and move off to sectionalize. Their attorney is concerned that the plat is not finished and would like to have the Temporary Construction Easement , which expired September 15,2013. The request is to add this extension to the agenda and extend the Temporary Easement until plat is recorded or until November 30, 2013.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to extend the temporary easement until approval of final plat**AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser****NAY: None****ABSENT AND NOT VOTING: None****CARRIED: 5-0**

D. Fire Chief

E. Chief of Police

(1.) Request for Funds to Purchase Equipment and Training

The Chief of Police is presenting a request for funds to receive special equipment and training. The Chief of Police stated that he was approached by the Attorney General's Office, as the Williston Police Department is a member with the ND ICAC (Internet Crimes against children) and was offered a grant that would give them \$22,000 in special equipment and \$2,000-\$3000 in training. The Police Department would have to pay for the equipment and training up front but it is 100% reimbursable. He is requesting funds because it is not in the budget. They are required to accept the grant within a week or so in order to get the training in. The equipment they will be receiving is a cell phone extraction device as well as forensic software that would allow them to get results from computer searches much faster. The Chief of Police also stated that they have had quite a few cases regarding this matter and that it would be beneficial to the department.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the request of \$22,000.00 for special equipment and training for the Williston Police Department to be later reimbursed by a grant from ICAC.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

F. Building Official

G. City Planner

(1.) Final Plat - Daybreak Townhomes Subdivision, a rearrangement of Lot 2R, Block 1, Daybreak Subdivision (on 14th St. west of the Motel 6)

Rachel Ressler presented on the proposed Final Plat of Daybreak Townhomes Subdivision. The final plat is a split of one lot into 6 lots with the purpose of townhomes that are currently under construction. The lot lines do line up with the current shared walls, so line placement is not an issue. There are sewer and water lines running into each plot. Planning and Engineering had concern about the driveway configuration and it was determined that a shared drive access points to eastern and western curb cuts would be the best solution to having a line of straight driveways. This will eliminate part of the middle driveway that ensures at least 6 homeowners are responsible for upkeep of the boulevard area and shared driveway. It would also eliminate cars from backing into

The street, this will require an easement and maintenance agreement. The easement is on plat and the maintenance agreement was finalized two days ago which we are still waiting on. The maintenance agreement states that the owners are responsible to take care of it and the city has no part in taking care of it. The Parks Department requests cash in lieu of a park donation. Planning and Zoning recommend approval of the Final Plat of Daybreak Townhomes Subdivision contingent on the maintenance agreement being filed with recorder at time of plat recordation, parks fees and any final staff comments.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the Final Plat of Daybreak Townhomes Subdivision rearrangement of lot 2R, Block 1 contingent upon a maintenance agreement being filed with the recorder.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(2.) Administrative Review – Plat – Menards Subdivision, Section 21, T154N R101W, City of Williston (Granite Peak)

Donald Kress with city planning presented an administrative review plat to rearrange lot 1, 6 & 8, Block 2 of Sand Creek Town Centre and Lots 1 & 2, Block 3 of Skyline Subdivision to create a 19-acre single lot for the coming

Menards store. The lot will take access from 32nd Ave W by way of a reciprocal access easement. The lot will have an approximately 168,000 sq ft Menards store, outdoor lumber/materials yard, 420 parking spaces, and a nine-space truck loading area. Three additional lots will result from this re-arrangement. At the September 16, 2013 Planning and Zoning meeting, the Commission held a public hearing and heard a presentation of the case by Planning staff. The commissioners discussed the City Engineer's comments with staff. There were no public comments made. The commission approved the plat by a vote of 5-0 with 2 commissioners absent, contingent upon staff comments. A recent review of the administrative review process by the city attorney indicates that such plats must come before the Planning and Zoning Commission as a final step following the staff review. Also, since this plat requires the vacation of easements, it has to be reviewed by the City Commission. Planning and Zoning staff recommends the City Commission approve the Menards Subdivision contingent on addressing any outstanding staff comments.

MOTION BY BEKKED AHL, SECONDED BY CYMBALUK, to approve request of the Menards Subdivision contingent on addressing staff comments.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

H. Economic Development

(1.) STAR Fund – Mini Match

a. Earl's Electric, Inc.

Earl's Electric is looking to receive a Mini Match of \$5,000 for a \$64,000 project he is doing. The project includes improvements and signage to his store front.

MOTION BY KLUG, SECONDED BY BEKKED AHL, to approve a Mini Match of \$5,000 for Earl's Electric, Inc.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(2.) Flex PACE

a. Lonnie's Roadhouse, LLC

Lonnie's Roadhouse, LLC is requesting a Flex PACE of \$9,250.00 for the lease holding improvement purchases of equipment, furniture and fixtures for a new restaurant. The Conoco Store itself is going to expand into the restaurant portion of its facility and build a new building but what they are requesting is basically for things that will go in the new building.

MOTION BY BEKKED AHL, SECONDED BY BROSTUEN, to approve Lonnie's Roadhouse, LLC for a Flex PACE of up to \$10,000.00

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None
ABSENT AND NOT VOTING: None
CARRIED: 5-0

- b. **Wiberg Automotive and Truck Repair**
Wiberg Automotive and Truck Repair is requesting a Flex PACE of \$45,000.00 for the purchase of a 10,000 sq ft building with 2-4 bay shop. This is a new business in Williston that will repair automobiles and trucks. When finished it will have up to 10 mechanics.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve a Flex PACE of up to \$45,000.00 for Wiberg Automotive and Truck Repair
AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser
NAY: None
ABSENT AND NOT VOTING: None
CARRIED: 5-0

- c. **Williston State College SBDC – Community Growth**
The Small Business Development Center is making an annual request of \$35,000.00, SBDC does a lot of work for the Economic Development Office and most of the programs we currently have start out of SBDC. Annually we allocate up to \$35000 to the small business center, this grant helps them tremendously.

MOTION BY BEKKEDAHL, SECONDED BY CYMBALUK, to approve The Small Business Developmental Center for a \$35,000.00 grant.
AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser
NAY: None
ABSENT AND NOT VOTING: None
CARRIED: 5-0

- (3.) **2014 Community Enhancement/Marketing Funding Guidelines**
The Star Fund is recommending to the City Commission to approve the 2014 guide lines which have remained the same as well as publicizing the date for applications and have it sent out to the press. The grant is up to \$50,000.00 for projects within Williston and the trade area to enhance the community. The applications will be due by December 15, 2013. There will be a press release about the funds available and the application process.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the Star Fund recommendation of approving the 2014 guide lines and publicizing the availability of community enhancement/marketing funds for up to \$50,000.00 in matching fund grants.
AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser
NAY: None

ABSENT AND NOT VOTING: None
CARRIED: 5-0

- I. Airport
 - (1.) Great Lakes Hangar Lease
 Steven Kjergaard was not in attendance but presented written request recommending that the Great Lakes Hangar Lease be amended to have an increase of rent that would be \$7,000 monthly.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the Great Lakes Hangar Lease revision, increasing the rent to \$7,000.00 per month contingent on legal counsel.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (2.) Request for Bid – Paid Parking Lot Service Provider
 There was a motion to table this matter

MOTION BY KLUG, SECONDED BY CYMBALUK, to approve to table the matter on request for Bid – Paid Parking Lot Service Provider.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (3.) Williston Air Center – Williston Jet Center: Lease Transfers
 Ross Aviation, LLC has joined in a partnership with Western Edge Aviation, LLC to create Williston Air Center JV, LLC. Steven Kjergaard is recommending the City Commissioner approve the request to change and combine all leases to Williston Air Center JV, LLC. Doing this will also take care of any pending litigation.

MOTION BY BROSTUEN, SECONDED BY BEKKEDAHL, to approve the request to change and combine all leases to Williston Air Center JV, LLC.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- J. Assessor
- K. Convention and Visitor's Bureau
- 10. Appointments and Consultations with Officers
 - A. Appoint Chris Brostuen to replace Brent Bogar on all Committees.
 Commissioner Koeser presented a request to appoint Chris Brostuen to all boards and committees that were held by Brent Bogar, including: the Ad Hoc Committee, Airport Board of Adjustment, Airport Joint Zoning Board, Nominating Committee, County Planning and Zoning Commission, Rural Water Committee,

Utility and Franchise Committee, Personnel Committee and Western Air Water Supply Board. Christ said that he is willing to take them all on.

MOTION BY KLUG, SECONDED BY CYMBALUK, to approve request to appoint Chris Brostuen to replace Brent Bogar on all Committees.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

11. Unfinished Business

A. Storm Water Ordinance 971

Public Works presented a request for a revision of ordinance 906, this is the second reading of the storm water ordinance. This Ordinance controls discharge construction sight erosion and post construction storm water control. Articles 4,5 & 6. In the last 2 weeks there have been minor revisions concerning perimeter control measures in accordance with the Planning and Zoning Department and current Landscape Ordinance. This has been done in cooperation with the Public Works Department. There has been some confusion over the ordinance numbers, the ordinance should be 972 instead of 971, if approved the correct ordinance number will be listed.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the request of the second reading to revise Ordinance 906, the Storm Water Ordinance.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

B. 32nd Ave. West Agreement – Oasis
Agreed to table this matter

C. Ordinance 967 – Outdoor Burning
Agreed to table this matter

12. New Business

13. Executive Session

14. Adjourn

MOTION BY BEKKEDAHL, SECONDED BY CYMBALUK, to adjourn the meeting.

AYE: Cymbaluk, Brostuen, Bekkedahl, Klug & Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

After meeting was adjourned Mary Perkins brought up concerns about the work being done on 11th street. Mary stated she has been in contact this summer with the State DOT and Federal DOT concerning the noise level. A federal representative told her that there are 4 or 5 homes where the noise level is above the recommended safety level but the cost to city and state to put up a barrier would be above the \$20,000 allotment per house. Therefore, they are not doing anything about it. The Federal and State DOT told her that the Blvd. on the south side of 11th street would not be changed. She inquired several times over the last year and was told there would be no work done in that area. She is concerned that they have now changed that and is upset because she feels that her and her neighbors have been lied to and that their safety is now compromised.

Monte Meiers from Public Works responded stating that he could sympathized and can understand her being upset, the project originally was to go up to the north and was switched back and the DOT and consultant did not talk with the property owners. They knew they were going to widen the intersection with traffic signals, so he was unsure of why they would say they weren't going to use the additional Blvd. If the concern about the noise has merit the city will look into putting up a sound barrier.

E. Ward Koeser, President
Board of City Commissioners

John Kautzman, City Auditor