

Official Proceedings
BOARD OF CITY COMMISSIONERS
December 26, 2013 6:00 P.M.
CITY HALL WILLISTON, NORTH DAKOTA

1. Roll Call of Commissioners

COMMISSIONERS PRESENT: Tate Cymbaluk, Chris Brostuen & Brad Bekkedahl

COMMISSIONERS ABSENT: Howard Klug & Ward Koeser

OTHERS PRESENT: Chief Lokken, Kelly Aberle, Pete Furuseth, Kent Jarcik, Donald Kress, Steven Kjergaard, Denell Kallemyn, Karen Larson and Monte Meiers

Commissioner Bekkedahl presented a quorum: item 6B under Ordinances is a public hearing but will be kept as 6B.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the amendment to the agenda.

AYE: Cymbaluk, Brostuen & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

2. Consent Agenda

- A. Reading and Approval of Minutes for:
 - (1) Regular Meeting Dated: 12/10/2013
- B. Auditor
 - (1) Accounts, Claims and Bills

Combined Check Register

For checks between: 12/10/13 - 12/20/13

Payroll

Check				
Check #	Type		Vendor/Employee/Payee Number/Name	
-76017	Pay	P	56169 KATHERINE E. BERWICK	1694.77
-76016	Pay	P	56297 BRENDA D'ANGELO	776.90
-76015	Pay	P	12020 RANDY M DONNELLY	1706.91
-76014	Pay	P	56348 TYLER EMERSON	851.54
-76013	Pay	P	12017 JOHN L. KAUTZMAN	2701.13
-76012	Pay	P	56240 KAREN D. KUEHL	703.62
-76011	Pay	P	56363 JUSTINA ROSE	362.49
-76010	Pay	P	56252 DIANE THOMPSON	1012.10
-76009	Pay	P	56255 CHELSEA S CAVANAUGH	682.08
-76008	Pay	P	13026 KEVIN W. CRAFT	1073.41
-76007	Pay	P	56195 JACKIE L. HATCH	718.74

-76006	Pay	P	56274 MEGAN NYGARD	1083.49
-76005	Pay	P	56323 LINDSEY REPP	804.06
-76004	Pay	P	56225 SUSAN E. SCHNEIDER	1292.72
-76003	Pay	P	13025 JOLEEN S. TINKER	1449.95
-76002	Pay	P	56376 ANNA WOOLLEY	513.66
-76001	Pay	P	56344 CARRIE ZELLMER	550.33
-76000	Pay	P	56215 MARK W. ANDERSON	1788.72
-75999	Pay	P	18021 ROBERT J. BENTH	152.16
-75998	Pay	P	56292 CAMERON BRADLEY	3147.74
-75997	Pay	P	18022 SHARYL J. BUSCH	2697.13
-75996	Pay	P	56162 JOSHUA A. BUTLER	1215.36
-75995	Pay	P	56374 DAVID CHRISTENSEN	1349.07
-75994	Pay	P	56325 DAVID GORDON	2300.62
-75993	Pay	P	18001 ALAN K. HANSON	2197.46
-75992	Pay	P	18027 STEVEN D. KERZMANN	2035.72
-75991	Pay	P	18096 TRACY C. KERZMANN	1207.89
-75990	Pay	P	56332 ANDREW KINDLE	620.04
-75989	Pay	P	56107 VICTORIA L. KREGER	291.83
-75988	Pay	P	18099 ERICA J. MYERS	811.51
-75987	Pay	P	18070 JEANNE M. SAGASER RASSIER	1530.45
-75986	Pay	P	56130 ANDREW A. SAILER	2571.21
-75985	Pay	P	56174 SAM M. AIDE	1431.14
-75984	Pay	P	56166 RYAN J. ALLEN	989.28
-75983	Pay	P	56273 JASON BARTEN	1693.63
-75982	Pay	P	19024 DAVID L. BELISLE	1289.14
-75981	Pay	P	56246 HUGH E BENZEN	949.93
-75980	Pay	P	19092 DUSTIN J. BERTSCH	1463.99
-75979	Pay	P	19028 MARK R. BITZ	2240.10
-75978	Pay	P	56097 ALAN C. BRATT	1136.75
-75977	Pay	P	56121 DUSTIN R. CELANDER	1204.80
-75976	Pay	P	19076 CORY G COLLINGS	1962.71
-75975	Pay	P	56113 MINDY SUE DEGENSTEIN	951.40
-75974	Pay	P	56278 DANIEL DERY	1262.54
-75973	Pay	P	56173 RODNEY H. DICKERSON	1527.95
-75972	Pay	P	56354 RYAN EGERMAN	1310.95
-75971	Pay	P	56289 STACEY EISSINGER	1151.08
-75970	Pay	P	56183 AMBER M. GILMORE	1265.80
-75969	Pay	P	19009 LINDA R. GRANBOIS	1139.56
-75968	Pay	P	56147 JACOB J. GREGORY	1140.62
-75967	Pay	P	56343 ZACHARY HANSEN	1208.39
-75966	Pay	P	19082 RANDY M. HAUGENOE	1489.90
-75965	Pay	P	56206 DANIELLE HENDRICKS	1218.03
-75964	Pay	P	56285 TYLER HOFF	1001.42
-75963	Pay	P	56210 WILLIAM E. HOLLER	1632.42
-75962	Pay	P	56353 JONATHAN HOLTER	975.55
-75961	Pay	P	56102 MICHAEL A. ISENHOWER JR	1520.43
-75960	Pay	P	19012 THOMAS L. LADWIG	1868.66
-75959	Pay	P	19011 JAMES L LOKKEN	2621.89

-75958	Pay	P	56082 TRAVIS J. MARTINSON	1098.27
-75957	Pay	P	56061 AMY D. NICKOLOFF	1099.06
-75956	Pay	P	19014 KENNETH B. OWENS	1915.78
-75955	Pay	P	19098 DAVID A. PETERSON	1394.62
-75954	Pay	P	56181 TREVOR J. ROBERTS	937.93
-75953	Pay	P	56148 JONATHAN D. ROGGENKAMP	844.16
-75952	Pay	P	56052 JAMESON J. O. SEIM	1874.97
-75951	Pay	P	19077 MICHAEL S. WILSON	1531.85
-75950	Pay	P	19100 RYAN C. ZIMMERMAN	1479.32
-75949	Pay	P	56157 BENJAMIN W. ABBEY	1097.07
-75948	Pay	P	20047 KELLY M. ABERLE	1533.70
-75947	Pay	P	26039 DIANE K. ALBRIGHTSON	884.31
-75946	Pay	P	56209 MARTIN L. COLGAN	1182.84
-75945	Pay	P	56296 JOE DOSS	1197.39
-75944	Pay	P	56309 KRYSTINE HEIFORT	912.10
-75943	Pay	P	56308 JAMES LEAHY	1245.19
-75942	Pay	P	56270 WILLIAM TRACY III	1382.76
-75941	Pay	P	56360 NYDEL WALL	103.02
-75940	Pay	P	56220 TRUNG THANH LE	1209.54
-75939	Pay	P	56302 ANTON LEUTY	1250.96
-75938	Pay	P	21040 MONTE C. MEIERS	1992.90
-75937	Pay	P	56293 DAVID TUAN	1994.56
-75936	Pay	P	21054 WAYNE A WIEDRICH	1745.36
-75935	Pay	P	22020 ROBERT D. KNAPPER	2114.64
-75934	Pay	P	56214 MICHAEL J. BEARCE	1660.10
-75933	Pay	P	56128 VERNON L. HENDRICKSON	1328.01
-75932	Pay	P	56244 ROY LONG	1580.70
-75931	Pay	P	56167 MATTHEW TUTAS	597.16
-75930	Pay	P	56320 PHILIP ARENDS	2003.67
-75929	Pay	P	56370 JEFFREY BRYSON	2043.35
-75928	Pay	P	24019 ROBERT D. COUGHLIN	554.62
-75927	Pay	P	24017 STEVEN W. JENSEN	1829.37
-75926	Pay	P	56356 MITCHELL KERSTING	607.13
-75925	Pay	P	56284 SABRINA NIELD - PHILLIPS	1120.15
-75924	Pay	P	56104 DANIEL W. TUPA	1617.42
-75923	Pay	P	56352 BRIAN YOUNG	1052.15
-75922	Pay	P	25110 KENNETH W. BERGSTROM	2321.42
-75921	Pay	P	56187 STEPHEN R. KOHLER	747.55
-75920	Pay	P	56368 ERICA KELASH	1133.25
-75919	Pay	P	56349 LILLIAN MCGUIRE	675.88
-75918	Pay	P	56287 SHARNELL NIX	2063.98
-75917	Pay	P	56164 JACOB T BLOODGOOD	432.71
-75916	Pay	P	27076 DANNY R. GERGEN	1531.89
-75915	Pay	P	56091 JAMES A HAGA JR	920.30
-75914	Pay	P	56315 EARL KILLINGSWORTH	1046.14
-75913	Pay	P	56241 DINA KINDELSPIRE	1014.65
-75912	Pay	P	56303 TROY OSTER	638.28
-75911	Pay	P	56266 MARK RIDDLE	1044.24

-75910	Pay	P	56258 BRYAN THOMPSON	1189.18
-75909	Pay	P	56084 KENNETH R. BOYKIN	1477.36
-75908	Pay	P	56313 WILLIAM BRENNY	793.09
-75907	Pay	P	56114 ANTHONY D. DUDAS	1472.25
-75906	Pay	P	56086 STEVEN C. KJERGAARD	1844.83
-75905	Pay	P	12029 LORI A. LARSEN	951.07
-75904	Pay	P	56358 RYAN O'REAR	1524.65
-75903	Pay	P	56307 TRAVIS SAMUDA	1220.41
-75902	Pay	P	56372 THOMAS SANDO	1314.79
-75901	Pay	P	56340 MICHAEL SIMPSON	1241.81
-75900	Pay	P	56200 GINA MOTTL	643.63
-75899	Pay	P	56347 CHRISTINE EDWARDS	1021.73
-75898	Pay	P	34017 KENT A. JARCIC	2344.44
-75897	Pay	P	56223 DONALD KRESS	1402.07
-75896	Pay	P	56239 RACHEL K. RESSLER	996.87
-75895	Pay	P	34016 ELAINE B. SINNESS	767.89
-75894	Pay	P	56314 NICK VASUTHASAWAT	971.27
-75893	Pay	P	35025 JOSILYN F BEAN	1242.49
-75892	Pay	P	56301 TRAVIS MIZZELL	869.99
-75891	Pay	P	56079 BRENDA SEPTKA	1169.28
-75890	Pay	P	56375 KRISTIN WENDT	102.58
-75889	Pay	P	36006 NEIL W. BAKKEN	1678.22
-75888	Pay	P	56366 KENT SKABO	1330.36
-75887	Pay	P	56211 WAYNE E. BEARD	808.75
-75886	Pay	P	56212 AMELIA A. BICKLER	242.14
-75885	Pay	P	56144 CRYSTAL M. BONNER	187.13
-75884	Pay	P	48102 KAYLA J. HELL	658.20
-75883	Pay	P	56333 STEVEN MCGAUGHEY	470.75
-75882	Pay	P	56111 ANDREA L. MITCHELL	147.33
-75881	Pay	P	56364 JASON SAGE	55.14
-75880	Pay	P	48013 DEBORAH A. SLAIS	1243.63
-75879	Pay	P	48034 YVONNE A. TOPP	530.40
-75878	Pay	P	52011 ANN M. KVANDE	1139.57
-75877	Pay	P	56365 KATHRYN LONG	1378.82
-75876	Pay	P	56306 MARGARET LUNSFORD	999.64
-75875	Pay	P	56041 BARBARA J. PETERSON	1097.56
-75874	Pay	P	52003 THOMAS C. ROLFSTAD	1500.18
-75873	Pay	P	52020 SHAWN WENKO	1672.57
-75872	Pay	P	53005 BOBBI JO CLARKE	1149.97
-75871	Pay	P	56222 VIVIAN KALMIK	399.97
-75870	Pay	P	53002 AMY A. KRUEGER	1621.93
-75869	Pay	P	56271 SABRINA A RAMEY	1113.62
-75868	Pay	P	56310 JENNIFER STRIETZEL	833.82
-75867	Pay	P	56213 ROBERT JASON HILLARD	1273.21
-75866	Pay	P	56234 JOSEPH REIFENSTAHL	818.24
-75865	Pay	P	56080 BRAD E. SEPTKA	1921.92
-75864	Pay	P	56150 SAMANTHA R. YODER	949.77
-75863	Pay	P	ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE	

-75862	Pay	P	FIT	U.S.	120356.10
			TREASURY		
60633	Clm	SC	1716 Williams Scotsman, Inc.		2250.50
60634	Clm	SC	1239 Northern Controls Inc.		295.00
60635	Clm	SC	1167 STRATA CORPORATION		155821.81
60636	Clm	SC	483 VECTOR CONTROL DIST #1		34853.21
60637	Clm	SC	521 WILLISTON PARK DISTRICT		67269.88
60638	Clm	SC	1120 Williston Area Development Founda		
60639	Clm	SC	1811 WILLISTON BASIN CURLING CLUB		30000.00
60640	Clm	SC	673 CLERK OF DISTRICT COURT		750.00
60641	Clm	SC	649 WAL-MART SUPERCENTER		6.00
60642	Clm	SC	999999 KATIE BERWICK		149.99
60643	Clm	SC	999999 JORDAN CLARK		250.00
60644	Clm	SC	999999 LENARD RUTERBORIES		350.00
60645	Clm	SC	999999 JESSE KRITIKOS		400.00
60646	Clm	SC	999999 DESTA PARIS		400.00
60647	Clm	SC	999999 JOSHUA GINGERICH		20.00
60648	Clm	SC	999999 RICARDO GUTIERREZ		860.51
60649	Clm	SC	1899 CITY OF WILLISTON		155821.81
60650	Pay	P	12026 KAREN P. LARSON		1240.25
60651	Pay	P	56295 CHERIE SMITH		1002.13
60652	Pay	P	17016 THOMAS J. GLENN		1048.71
60653	Pay	P	18094 MICHAEL CASLER		855.58
60654	Pay	P	56337 DARIN JOHNSON		2882.07
60655	Pay	P	56269 CLAY KAUTZER		1323.42
60656	Pay	P	56377 DAVID MOLITOR		1041.52
60657	Pay	P	18023 DANIEL J RAYMOND		365.45
60658	Pay	P	56290 BRADLEY SCHERER		953.63
60659	Pay	P	18046 GARVIN SEMENKO		20.08
60660	Pay	P	18048 DARWIN STEVENS		60.78
60661	Pay	P	19095 WALTER H. HALL		1872.66
60662	Pay	P	56243 JACOB R. HENDRICKS		908.20
60663	Pay	P	56279 ALEC RAISBECK		1202.18
60664	Pay	P	21041 ROBERT E HANSON		2354.82
60665	Pay	P	22021 LES CHRISTENSEN		2108.77
60666	Pay	P	22014 GARY L. GLOVATSKY		1403.44
60667	Pay	P	23126 BRENT E. HANSON		2496.62
60668	Pay	P	23039 BRUCE A. JOHNSON		1555.41
60669	Pay	P	56288 CHRISTOPHER MALONE		859.51
60670	Pay	P	27096 RUSSELL E. MOMBERG		1510.31
60671	Pay	P	56362 JOHN WELKER		1120.62
60672	Pay	P	56189 AMANDA M. KAISER		930.79
60673	Pay	P	25030 PEDAR A. ANDRE		1057.33
60674	Pay	P	27058 DAVID LEE BELL		2229.28
60675	Pay	P	25106 RICHARD S. ODEGARD		1446.78
60676	Pay	P	27067 RICHARD D. BORUD		1441.36
60677	Pay	P	56202 GUNNAR CORCORAN		975.78
60678	Pay	P	23136 JAMES B. ENGEN		3047.81

60679	Pay	P	56355 TIMOTHY JEWELL	1528.81
60680	Pay	P	27091 JOSEPH G. MONSON	1425.63
60681	Pay	P	56373 JEFFREY TRACY	163.88
60682	Pay	P	31051 GORDON L. SMESTAD	2203.72
60683	Pay	P	56099 MARK C. AMONSON	864.43
60684	Pay	P	56361 JUSTIN EDWARDS	1267.66
60685	Pay	P	56367 TONY SCOTT	1110.87
60686	Pay	P	32006 WILLIAM M. MCQUISTON	1366.09
60687	Pay	P	56253 STEPHEN OLEGARIO	628.47
60688	Pay	P	37008 LAVERN GOHL	1452.94
60689	Pay	P	56180 DIANE C. HAGEN	423.17
60690	Pay	P	56276 ELTON LARSON	262.31
60691	Pay	P	56298 SAWYER ZENT	159.63
60692	Pay	P	56066 ZACHARY G. CORCORAN	1433.56
60693	Pay	P	54065 PATRICIA K. FIORENZA	1743.74
60694	Pay	P	56306 MARGARET LUNSFORD	123.73
60695	Pay	P	DEL CHILD SUPPO DCSE	135.00
60696	Pay	P	EMPLOYMENT SECU EMPLOYMENT SECURITY DEPA	
60697	Pay	P	ID CHILD SUPPOR IDAHO CHILD SUPPORT RECE	
60698	Pay	P	MN CHILD SUPPOR MINNESOTA CHILD SUPPORT	
60699	Pay	P	NC CHILD SUPPOR NC CHILD SUPPORT	205.00
60700	Clm	SC	521 WILLISTON PARK DISTRICT	1244202.43
60701	Clm	SC	19 AMERICAN STATE BANK	1244217.43
60702	Clm	SC	320 NEMONT	265.84
60703	Clm	SC	243 MONTANA DAKOTA UTILITIES	2238.99
60704	Clm	SC	415 SELECT FORD	52744.75
60705	Clm	SC	2036 MACHINE TOOL & FAB CORP	7541.00
60706	Clm	SC	484 VERIZON WIRELESS	230.48
60707	Clm	SC	320 NEMONT	198.00
60708	Clm	SC	243 MONTANA DAKOTA UTILITIES	202.76
60709	Clm	SC	70 CENEX CREDIT CARD	57.73
60710	Clm	SC	2013 Bergy Construction	17500.00
60711	Clm	SC	487	4478.01
60712	Clm	SC	VISA 1449 NORTH DAKOTA TOURISM	200.00
60713	Clm	SC	999999 DUSTIN BURGESS	250.00
60714	Clm	SC	999999 HARRISON HUMPHREY	150.00
60715	Clm	SC	999999 CARLOS NUNEZ	150.00
60716	Clm	SC	999999 PAKA PAESE	900.00
60717	Clm	SC	999999 BRUCE LIUDAHL	20.00
60718	Clm	SC	999999 MARK DOTZENROD	900.00
60719	Clm	SC	999999 BILLY WILLIAMS	230.00
60720	Clm	SC	999999 CHANCE ERVIN	250.00
60721	Clm	SC	673 CLERK OF DISTRICT COURT	750.00
60722	Clm	SC	673 CLERK OF DISTRICT COURT	750.00
60723	Clm	SC	673 CLERK OF DISTRICT COURT	780.00
60724	Clm	SC	673 CLERK OF DISTRICT COURT	100.00
60725	Clm	SC	673 CLERK OF DISTRICT COURT	500.00

60726	Clm	SC	673 CLERK OF DISTRICT COURT	750.00
60727	Clm	SC	673 CLERK OF DISTRICT COURT	750.00
60728	Clm	SC	673 CLERK OF DISTRICT COURT	750.00
60729	Clm	SC	673 CLERK OF DISTRICT COURT	750.00
60730	Clm	SC	673 CLERK OF DISTRICT COURT	750.00
60731	Clm	SC	999999 DARREN MILLER	1000.00
60732	Clm	SC	182 JAMES MEMORIAL PRESERV SOCIETY IN	
60733	Clm	SC	74 CITY AUDITOR'S FUND	458.47
60734	Clm	SC	1079 ABL MOBILE LOCK & SAFE	135.00
60735	Clm	SC	2037 ADVANCED PUMP & EQUIPMENT	6010.50
60736	Clm	SC	1230 AFFORDABLE TOWING	200.00
60737	Clm	SC	4 AGRI INDUSTRIES, INC.	960.25
60738	Clm	SC	2042 ALL FAB INC	7575.00
60739	Clm	SC	8 ALL SEASONS SPORT ABOUT	6739.19
60740	Clm	SC	1768 ALLIANCE CONSULTING LC	13753.00
60741	Clm	SC	1391 AMERICAN ENGINEERING TESTING INC	
60742	Clm	SC	718 AMERIPRIDE LINEN AND APPAREL SERV	
60743	Clm	SC	30 ASTRO-CHEM LAB, INC.	445.00
60744	Clm	SC	708 AT&T	202.38
60745	Clm	SC	33 BAKER & TAYLOR CO.	487.37
60746	Clm	SC	34 BALCO UNIFORM CO., INC.	3196.05
60747	Clm	SC	38 BASIN PRINTERS, INC.	336.00
60748	Clm	SC	1190 BASIN TOWING AND RECOVERY	400.00
60749	Clm	SC	46 BIG SKY BATTERY MFG.	359.85
60750	Clm	SC	1664 BLUE TARP FINANCIAL INC	4.47
60751	Clm	SC	1339 BOBCAT OF WILLISTON	10138.00
60752	Clm	SC	828 BODO'S TV & APPLIANCE CENTER	75.00
60753	Clm	SC	51 BOOKS ON BROADWAY	168.55
60754	Clm	SC	52 BORDER STATES ELECTRIC	1128.18
60755	Clm	SC	54 BOUND TREE MEDICAL	791.56
60756	Clm	SC	599 BRAATEN PLUMBING, INC	625.06
60757	Clm	SC	1054 C & D WATER SERVICES	34.50
60758	Clm	SC	67 CAR TUNZ	665.85
60759	Clm	SC	69 CARQUEST AUTO PARTS STORES	295.66
60760	Clm	SC	549 CASH WISE FOODS	61.36
60761	Clm	SC	616 CENTER POINT LARGE PRINT	79.08
60762	Clm	SC	1265 CENTURY COMPANIES, INC	110532.60
60763	Clm	SC	1261 CHAMBER OF COMMERCE	1000.00
60764	Clm	SC	710 CHANEY'S CAR & TRUCK REPAIR	700.00
60765	Clm	SC	77 CITY OF WILLISTON	35.87
60766	Clm	SC	79 CITY OF WILLISTON	1961.08
60767	Clm	SC	1666 CIVIL SCIENCE	11230.43
60768	Clm	SC	81 CLAUSEN WELDING	186.36
60769	Clm	SC	682 COLE ELECTRIC, INC	23.32
60770	Clm	SC	89 CRAVEN-HAGAN CLINIC	569.00
60771	Clm	SC	572 CURRENT SOFTWARE, INC	500.00
60772	Clm	SC	548 DAKOTA DIESEL	35.70

60773	Clm	SC	927 DAKOTA PUMP & CONTROL	13402.00
60774	Clm	SC	93 DAKOTA SUPPLY GROUP	6279.23
60775	Clm	SC	1705 DEGENSTEIN'S AUTO PLUS	1200.00
60776	Clm	SC	691 DON'S DIRECTORY	55.00
60777	Clm	SC	568 DPC INDUSTRIES, INC	2721.75
60778	Clm	SC	940 DUANE'S RADIATOR SHOP	30.00
60779	Clm	SC	124 ELECTRIC & MAGNETO, INC.	80.69
60780	Clm	SC	126 EMRY'S LOCKSMITHING	10.50
60781	Clm	SC	1962 EXECUTIVE CLEANING SERVICE, LLC	3875.00
60782	Clm	SC	569 FEDEX	325.19
60783	Clm	SC	571 FEE INSURANCE AGENCY, INC	165.00
60784	Clm	SC	132 FIRST NATIONAL BANK	90.15
60785	Clm	SC	134 FORT UNION SUPPLY & TRADE	1680.29
60786	Clm	SC	354 FURUSETH LAW FIRM, PC	19734.00
60787	Clm	SC	139 GAFFANEY'S	3662.44
60788	Clm	SC	785 GALE	69.57
60789	Clm	SC	826 Gaylord	3515.20
60790	Clm	SC	Bros. 144 GRAYMONT WESTERN CANADA	12293.92
60791	Clm	SC	539 HACH	94.09
60792	Clm	SC	151 HAWKINS, INC.	17084.59
60793	Clm	SC	848 HEIL ENVIRONMENTAL	597.91
60794	Clm	SC	153 HEIMAN FIRE EQUIPMENT, INC.	783.75
60795	Clm	SC	161 HOME OF ECONOMY	877.43
60796	Clm	SC	162 HORIZON RESOURCES	40534.84
60797	Clm	SC	163 HOSE AND RUBBER SUPPLY	49.09
60798	Clm	SC	999998 HUGH E BENZEN	20.00
60799	Clm	SC	2039 In the Potter's Hand, Inc.	34.90
60800	Clm	SC	174 INK SPOT PRINTING	160.00
60801	Clm	SC	176 INTERSTATE POWER SYSTEMS	223.00
60802	Clm	SC	999998 JAMES LEAHY	1285.85
60803	Clm	SC	2038 JFE CONSTRUCTION	850.00
60804	Clm	SC	1786 JLG	250.00
60805	Clm	SC	Architects 191 JOE'S DIGGING SERVICE INC	2700.00
60806	Clm	SC	1299 KNIFE RIVER-NORTH CENTRAL	1985508.53
60807	Clm	SC	210 KOHLER COMMUNICATIONS	249.20
60808	Clm	SC	212 KOTANA COMMUNICATIONS	291.80
60809	Clm	SC	591 LEXIS NEXIS	38.94
60810	Clm	SC	999998 LORI A. LARSEN	19.70
60811	Clm	SC	233 LYLE SIGNS INC.	2685.65
60812	Clm	SC	1981 Mainstreet Designs, Inc.	2000.00
60813	Clm	SC	585 MCCODY CONCRETE PRODUCTS, INC	4798.02
60814	Clm	SC	1310 MED-TECH RESOURCE, INC.	64.53
60815	Clm	SC	247 MERCY MEDICAL CENTER	25.00
60816	Clm	SC	250 MICROMARKETING ASSOCIATES	810.22
60817	Clm	SC	251 MIDAMERICA BOOKS	222.64
60818	Clm	SC	252 MIDCONTINENT COMMUNICATIONS	446.64
60819	Clm	SC	254 MIKE'S WINDOW CLEANING SERVICE	

60820	Clm	SC	1095 MIKEY'S COUNTRY CANDY	336.77
60821	Clm	SC	255 MILLY'S ALTERATIONS	32.00
60822	Clm	SC	243 MONTANA DAKOTA UTILITIES	48359.23
60823	Clm	SC	1632 MORRISON MAIERLE INC	18316.85
60824	Clm	SC	270 MURPHY MOTORS, INC.	553.59
60825	Clm	SC	271 MVTL/MINNESOTA VALLEY	63.00
60826	Clm	SC	1772 MYGOV,LLC	600.00
60827	Clm	SC	275 NAPA AUTO PARTS	1696.96
60828	Clm	SC	290 ND DEPT OF TRANSPORTATION	135885.06
60829	Clm	SC	297 ND ONE CALL	369.05
60830	Clm	SC	312 ND WATER COALITION	1200.00
60831	Clm	SC	314 ND WORKFORCE SAFETY & INS	147.49
60832	Clm	SC	317 NDWPCC	1380.00
60833	Clm	SC	319 NELSON INTERNATIONAL	144.85
60834	Clm	SC	320 NEMONT	4601.09
60835	Clm	SC	999998 NICK VASUTHASAWAT	48.15
60836	Clm	SC	584 NMN, INC.	1145.20
60837	Clm	SC	1731 North Dakota Fire Chiefs Associat	50.00
60838	Clm	SC	1002 NORTH DAKOTA HORIZONS	66.00
60839	Clm	SC	1494 North Dakota Insurance Department	
60840	Clm	SC	1862 NORTH DAKOTA STATE PLUMBING BOARD	
60841	Clm	SC	1927 NORTH STAR ENERGY & CONSTRUCTION	
60842	Clm	SC	333 NORTHWEST SUPPLY CO.	713.00
60843	Clm	SC	1635 OCLC, Inc.	553.10
60844	Clm	SC	1803 ODNEY	13814.93
60845	Clm	SC	1047 OLD ARMORY	300.00
60846	Clm	SC	343 OLYMPIC SALES, INC.	66080.00
60847	Clm	SC	344 ONE FULFILLMENT	314.16
60848	Clm	SC	351 PENWORTHY	192.56
60849	Clm	SC	246 PHYSIO-CONTROL, INC	2944.72
60850	Clm	SC	356 PITNEY BOWES, INC.	290.00
60851	Clm	SC	359 PRAXAIR DISTRIBUTION INC	787.00
60852	Clm	SC	362 PRO SAFE PEST CONTROL	354.20
60853	Clm	SC	714 PROBUILD	90.44
60854	Clm	SC	819 PUBLIC SAFETY EQUIPMENT CO., LLC	8800.00
60855	Clm	SC	619 PUMPKIN BOOKS Inc.	157.91
60856	Clm	SC	367 QUILL CORPORATION	950.71
60857	Clm	SC	999998 RACHEL K. RESSLER	29.16
60858	Clm	SC	1485 RADIATION DETECTION CO	77.50
60859	Clm	SC	1394 RDO EQUIPMENT CO	48.89
60860	Clm	SC	390 RICHARD A. JOHNSON	2941.50
60861	Clm	SC	717 RICOH PRODUCTION PRINT SOLUTIONS,	
60862	Clm	SC	396 RITTER BROTHERS	300.00
60863	Clm	SC	999998 RODNEY H. DICKERSON	25.00
60864	Clm	SC	999998 RODNEY H. DICKERSON	20.00
60865	Clm	SC	1918 ROYAL TIRE	15603.40
60866	Clm	SC	2010 S & S PRODUCTS	144.85
60867	Clm	SC	1274 Safeguard Business Systems	310.42

60868	Clm	SC	409 SANITATION PRODUCTS	1333.25
60869	Clm	SC	416 SELID PLUMBING & HEATING INC	75.00
60870	Clm	SC	1216 SHEEHAN MACK SALES & EQUIPMENT	
60871	Clm	SC	543 SKJEI DESIGN CO.	5200.00
60872	Clm	SC	999998 STEVEN C. KJERGAARD	295.00
60873	Clm	SC	1686 TALKIN THE BAKKEN	6.00
60874	Clm	SC	1722 TETON BOOSTER CLUB	5000.00
60875	Clm	SC	447 THE SHOPPER	232.00
60876	Clm	SC	2041 Theodore Roosevelt Expressway Ass	
60877	Clm	SC	460 TRACTOR & EQUIPMENT CO.	26034.47
60878	Clm	SC	461 TRACTOR SUPPLY CREDIT PLAN	59.98
60879	Clm	SC	463 TRIANGLE ELECTRIC	320.70
60880	Clm	SC	999999 TRIZETTO	239.00
60881	Clm	SC	474 UNITED WAY	1000.00
60882	Clm	SC	476 UPPER MISSOURI	1450.00
60883	Clm	SC	750	112.02
60884	Clm	SC	UPS 479 US POSTAL SERVICE	323.53
60885	Clm	SC	939 USA BLUEBOOK	165.10
60886	Clm	SC	679 VALLEY REALTY	29741.00
60887	Clm	SC	484 VERIZON WIRELESS	3579.59
60888	Clm	SC	485 VESSCO,	5850.00
60889	Clm	SC	INC. 488	262.56
60890	Clm	SC	VISA 489	4642.09
60891	Clm	SC	VISA 2025 WAGNER CONSTRUCTION	135052.00
60892	Clm	SC	1249 WASTE NOT RECYCLING LLC	2899.80
60893	Clm	SC	496 WCS TELECOM	851.71
60894	Clm	SC	503 WESTLIE MOTOR CO.	147.65
60895	Clm	SC	623 Wex Bank	2233.61
60896	Clm	SC	531 WILLIAMS COUNTY AUDITOR	4573.13
60897	Clm	SC	532 WILLIAMS COUNTY HIGHWAY DEPT.	253.68
60898	Clm	SC	648 WILLIAMS COUNTY SHERIFF'S OFFICE	
60899	Clm	SC	2040 Williston Area Chamber of Commerc	
60900	Clm	SC	514 WILLISTON COMMUNITY LIBRARY	506.98
60901	Clm	SC	516 WILLISTON CVB	765.25
60902	Clm	SC	517 WILLISTON FIRE & SAFETY	171.66
60903	Clm	SC	518 WILLISTON HERALD	1932.96
60904	Clm	SC	525 WILLISTON TIRE CENTER	622.49
60905	Clm	SC	526 WILLISTON TRUE VALUE	212.35

Total for Account # of checks 429 6748850.15

of Checks: 429 Total \$6,748,850.15

Total Payroll \$368,878.27

- (2) Application for a Local Permit or Charity Local Permit
 - a. St. Joseph's Marti Gras – Raffle & Bingo – St. Joseph's School
1/25/2014 thru 1/26/2014
- (3) Gaming Site Authorizations
 - a. RMEF MinnDak Inc. Williston Chapter – Grand Williston Hotel
 - b. Development Home, Incorporated – Whispers
- (4) Special Permit to Sell Alcoholic Beverages
 - a. American Legion Edgar M. Boyd Post #37 – Customer Appreciation –
1/11/2014
- (5) Taxi License
- C. Building Official
- D. City Planner
 - (1) Request for public hearing on a preliminary plat, to be known as Hawkeye Village Subdivision; proposed zone change from A: Agricultural to R-1: Single-Family Residential, R-2: Single and Two-Family Residential and Twin Home, R-4: High-Rise Multi-Family Residential, C-2: General Commercial, and P: Parks and Open Space; and an amendment to the future land use map to allow commercial and high-rise residential land use, located in the SE ¼ of Section 16, T154N, R101W – Bakken Housing Company, LLC/ Hagen Family Partnership LLP and American State Bank.
 - (2) Request for public hearing on a preliminary plat, to be known as Spring Lake Subdivision, proposed zone change from A: Agricultural to C-2, R-3 and a preliminary plat for a parcel of land located in the NW1/4 SW1/4 and SW1/4W1/4 of Sec. 1, T154N, R101W and Lots 1 and 2, Wright Subdivision, (east of U.S. Highway 2/85, between 45th St. and the Fairgrounds Road), City of Williston – CM Arctic Investments, LLC.
 - (3) Request for public hearing on a proposed zone change from C-3: Restricted Commercial to R-4: High-Rise Multifamily, Lot 6, Block 7, University Commons Subdivision, City of Williston – University Commons, LLC.
 - (4) Request for public hearing on proposed zone change A: Agricultural to C-2 for a 127.63 X 275 TRACT IN E2NENESE; 75 X 200 IN N2NENESE (Parcel #1); 75 X 160 IN NESE (Parcel #2) Northern Annexation, Great Northern Trucking.
- E. Assessor
 - (1) Abatement
 - (2) Exemptions

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

AYE: Cymbaluk, Brostuen & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

- 3. Bid Openings
- 4. Public Hearings
- 5. Accounts, Claims and Bills Not Approved in the Consent Agenda
- 6. Ordinances
 - A. Ordinance No. 984 – Cable Television Ordinance – First Read

Commissioner Bekkedahl informed the commission that the City Auditor and the Franchise Committee did meet on this issue with the attorney. City Attorney, Pete Furusest, said that it is a routine cable ordinance for Nemont. David Hogue of Pringle & Herigstad, PC who is representing Nemont, also attended the meeting. This is a non-inclusive franchise as it has always been.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the First Reading of Ordinance No. 984, the Cable Television Ordinance.

AYE: Cymbaluk, Brostuen & Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

B. Ordinance No. 985 – Temporary Emergency Homeless Shelter Policy – First Read and Public Hearing

Commissioner Bekkedahl opened the public hearing for Ordinance No. 985, the Temporary Emergency Homeless Shelter Policy.

City Planner, Kent Jarcik presented information on Ordinance No. 985. Williston area churches have been meeting to coordinate a housing policy and a winter emergency homeless shelter program. The intent is to provide a warm place for those to the area that are unprepared during dangerously cold winter temperatures.

The Williston area churches have been researching a program and policy recently put into place by Dickinson area churches and is also similar to Bismarck and Fargo programs. The Shelter program is set up on a temporary cold weather basis and rotated among participating churches in the program on a weekly basis. The program would generally run from November to April (not to exceed six months) each year.

The ordinance proposed is a general policy allowing for temporary winter emergency shelters and describes the applications and approval process for those interested in applying for a winter emergency shelter permit under this ordinance. In addition, the Ordinance requires with the permit application review, one public hearing at the City Commission and notice of surrounding property owners. The ordinance requires the following six items as part of the application process:

1. The physical structure in which the emergency temporary homeless shelter will be operated.
2. A copy of the dimensioned floor plans of the physical structure in which the emergency temporary homeless shelter will be operated, with the location of the room or rooms to be used during the emergency temporary homeless shelter's operation clearly marked.

3. Proof of fire and liability insurance for the physical structure in which the emergency temporary homeless shelter will be operated.
4. Identity of an emergency temporary homeless shelter coordinator for each physical structure in which the emergency temporary homeless shelter will be operated.
5. Identity of an overall project coordinator, to act as a primary contact, for each physical structure in which the emergency temporary homeless shelter will be operated.
6. A manual of rules and regulations, acceptable to the City Planner or his designee, for operation of the emergency temporary homeless shelter at each physical structure in which the emergency temporary homeless shelter will be operated.

Staff recommends approving the first reading of this ordinance subject to all application requirements as described.

Commissioner Bekkedahl called for public input. Stephanie Warwas of the Salvation Army stated that the following churches have been working towards a temporary winter housing solution for the Williston Community. The churches committed to allowing their buildings to be used as an overnight warm spot are Saving Grace, New Hope and the Salvation Army. They have been working with those in charge of the Dickinson program to establish a working model in Williston, being called Project Heat.

Pastor Muriel Lippert inquired as to when this process would be completed.

Commissioner Bekkedahl stated that the second reading would be at the City Commission Meeting on January 14th, 2014 but did not know exactly when everything would be complete.

Commissioner Bekkedahl called a second and third time for public input; none was heard. Commissioner Bekkedahl then closed the public hearing.

Commissioner Cymbaluk stated that he felt that they needed to have a start and end date so that there would be no confusion.

Mr. Jarcik said that the proposed dates are November 1st to April 1st.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the first reading of Ordinance No. 985, Temporary Emergency Homeless Shelter Policy, with the additions of the reapplication process and the winter months being from November 1st to April 1st.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

- C. Ordinance No. 983, a Moratorium on Industrial Metal Sided Buildings in the Downtown Area – Second Read

Donald Kress of Planning and Zoning stated that the public hearing for this Ordinance was held at the last meeting. Mr. Kress said there were no changes to this ordinance since the first reading.

The purpose of this moratorium is to prohibit the construction of buildings clad on the exterior with industrial metal siding, pole buildings, and buildings with designs inconsistent with the downtown plan in the downtown area in order to properly determine appropriate building requirements for the downtown area. This will allow the city time to either determine those requirements or put a review board and requirements into place.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the second reading of Ordinance No. 983, a moratorium on industrial metal sided buildings in the downtown area.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

7. Petitions, Communications and Remonstrance's
A. Ft. Buford 6th Infantry Armory Use

Commissioner Bekkedahl presented a request from the Ft. Buford 6th Infantry to use the Armory at no cost, as was done in the past. The Chamber now does the scheduling and collects the fees and they have determined that they want the Ft. Buford 6th Infantry to pay the rental fee. Commissioner Bekkedahl said it was up to the City Commission if they would like to waive the fee.

Commissioner Cymbaluk stated that he felt they should not have to pay the fee if the fees were waived in the past.

The infantry did state that they would pay the deposit.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the request to allow Ft. Buford 6th Infantry to use the Armory at no cost as long as they provide proof of insurance and provide the necessary security deposit.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

8. Report of Commissioners
A. President of the Board
B. Vice-President; Finance Commissioner
C. Street and Improvement, Sanitation, Cemetery and Public Works Commissioner
D. Fire, Police, and Ambulance Commissioner
E. Water Works, Sewer, Airport, Building and Planning Commissioner
9. Report of Department Heads

A. City Auditor
(1) Set Meeting Dates and Times for 2014

Deputy Auditor, Karen Larson presented a request to set the City Commission meeting schedule for 2014. The meeting dates being the following:

- January 14th & 28th
- February 11th & 25th
- March 11th & 25th
- April 8th & 22nd
- May 13th & 27th
- June 10th & 24th
- July 8th & 22nd
- August 12th & 26th
- September 9th & 23rd
- October 14th & 28th
- November 12th & 25th
- December 9th & 23rd

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the meeting dates for 2014 as presented.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(2) Authority for Auditor & Deputy Auditor to Make Investment Transactions in 2014

Karen Larson, Deputy Auditor, presented a request for authorization for the auditor and deputy auditor to make investment transactions for the City of Williston in 2014.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the request authorizing the auditor and the deputy auditor to make investment transactions for the City of Williston in 2014.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(3) Designate Official Depositories for 2014

Karen Larson, Deputy Auditor, presented a request to designate the following institutions as the official depositories for the City of Williston for 2014:

- American State Bank & Trust
- Bank of North Dakota
- First International Bank & Trust
- First National Bank & Trust
- Gate City Federal Savings Bank
- U.S. Bank
- Western Cooperative Credit Union

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the presented institutions as the official depositories for the City of Williston for 2014.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(4) Renewal of Alcohol Beverage Licenses for 2014

Karen Larson, Deputy Auditor, presented a request for the renewal of alcohol beverage licenses for 2014.

There is an ordinance regarding payment of property taxes subject to board discretion. All the establishments on the list are current on their property tax. There is one manager waiting approval by Chief Lokken. Chief Lokken state he can no longer do background checks so it was decided they would put together a committee consisting of Chief Lokken, Pete Furuseth and Commissioner Cymbaluk to determine how to get background checks.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the request to appoint a committee consisting of Chief Lokken, Pete Furuseth and Commissioner Cymbaluk to be called the Liquor Manager Committee.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the renewal of the Alcohol Beverage Licenses for 2014 subject to the Liquor Manager Committee meeting.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(5) Renewal of Business Licenses for 2014

Karen Larson, Deputy Auditor, presented a request for approval to renew the business licenses for 2014. This includes arborist, auctioneer, bulk storage, house mover, pawn shop, pesticide applicator, taxi and waste hauler.

Ms. Larson stated that after the commission meeting packets were prepared, Big Easy Limo Service submitted their information meeting the licensing requirements. Also, AK Ecab has applied to add three vehicles for a total of four but registrations have not been received. Ms. Larson said that they would prepare a license for one vehicle until the registration is received.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the renewal of the business licenses for 2014 as presented.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

- B. Attorney
- C. Director of Public Works/City Engineer
 - (1) NDDOT – 18th Street Agreement

Director of Public Works, Monte Meiers presented an agreement from NDDOT for the 18th Street realignment. The City's cost would be for water and sewer.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the 18th Street Agreement with NDDOT.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

- (2) NDDOT – Signal Agreement for 58th Street

Director of Public Works, Monte Meiers stated that the city put up temporary traffic signals on 58th Street, which has been called REC Road. The city put up the signals because there was a project being done on 16th and 42nd. Once that traffic signal came down there was a lot of concern. The NDDOT said they would put the traffic signals back up at the city's request. Mr. Meiers stated the NDDOT would consider doing the portables if the city would take care of them. The portables are a lot of maintenance, they get hit a lot and they do not tend to work when it gets very cold out. Mr. Meiers said that if they City would like to do that, he would suggest that they make it a contractor's responsibility to maintain the portables.

Commissioner Brostuen asked what the time frame would be between the portable traffic signals and the cable signals.

Mr. Meiers stated that he wasn't sure if the portable companies would even put them up in the middle of winter. He said that he wouldn't expect to see the temporary signals up until spring.

Commissioner Brostuen also asked if they could put the pole structures further away from the intersection and if they could put the cables higher than 18 feet above so they wouldn't be taken out by trucks.

Mr. Meiers stated that they usually put them at 19 to 20 feet but they do tend to hang and the wind can also be a factor.

Mr. Meiers said he felt that the city should not be liable for the traffic signals.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the Signal Agreement for 58th Street with NDDOT contingent on the contractor being responsible for the maintenance of the portables, but staff would recommend installation of the temporary cables.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(3) Statoil Easement

Director of Public Works, Monte Meiers presented an easement for the extension of 23rd Street. This was a project the city did this year to run water and sewer to serve the Harvest Hills area. This is a formal easement for the city to have a road and utilities easement which will eventually be 23rd Street.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the Statoil Easement.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(4) Weatherford Option

Director of Public Works, Monte Meiers presented an Option Agreement with Weatherford for the Sundby Subdivision Plat and Weatherford expansion to the south corner of the city. The environmental assessment on the waste water treatment plant expansion has been approved by the Corp of Engineers for final waste water treatment plant plans. Mr. Meiers believes the city does not need this option anymore. The decision was made to send this matter to the Budget Committee.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to send the matter regarding the Weatherford Option to the Budget Committee.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(5) WBIP Proposal

Monte Meiers stated that the WBIP Proposal did not come in. The proposal is for a high pressure gas line. Since the proposal did not come in this item was tabled.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to table the WBIP Proposal.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(6) 11th Street Extension Engineering Agreement

Director of Public Works, Monte Meiers presented information on the 11th Street Extension Engineering Agreement. This is a proposal to provide preliminary engineering data on what type of roadway the city will need. The total is not to exceed \$23,600.00.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the 11th Street Extension Engineering Agreement not to exceed \$23,600.00.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(7) P183 North Water & Sewer Change Order #2

Monte Meiers, Director of Public Works presented a change order that needs to be finalized. This is for a 2011 project for north water and sewer that went to the Marburger Subdivision. The cost is for \$21,507.30 for some material changes and rural water conflicts.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the P183 North Water and Sewer Change Order #2 request for \$21,507.30.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(8) Improvement District 13-12 Change Order #2

Monte Meiers, Director of Public Works presented a change order that needs to be finalized. This change order is for the Williston Park Subdivision that the city developed along the east to be able to serve 49th and 50th Street. This change order is in the amount of \$6,646.60.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the Improvement District 13-12 Change Order #2 request for \$6,646.60.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(9) Improvement District 13-10 Phase IIA Change Order #1

Monte Meiers, Director of Public Works presented an amendment to this contract. This amendment would be for the contractor to give the city a two year warranty instead of the standard one year warranty. The city had some issues with a different project SJ Louis had done so they agreed to give the city a two year warranty on this project.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the amendment to Improvement District 13-10 Phase IIA Change order #1, giving the city a two year warranty instead of a one year warranty.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

(10) 16th Avenue W – Engineering Agreement

Monte Meiers, Director of Public Works presented a replacement contract. The city had a contract with the engineering firm to provide the city with a design for a portion of 16th Avenue North but they never got the work done. Mr. Meiers stated they only had it partially done, so they asked for the final bill for the work that was completed.

Mr. Meiers is seeking board approval to award the project to Ulteig for the preliminary and design engineering for 16th Avenue in the amount of \$392,984.00.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the request to award the 16th Avenue preliminary and design engineering project to Ulteig in the amount of \$392,984.00.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

D. Fire Chief

E. Chief of Police

F. Building Official

G. City Planner

(1) Proposal Concerning Starting and Ending Dates of Crew Camp Permit Extensions

Donald Kress from the Planning and Zoning Department presented information on the proposal concerning starting and ending dates of crew camp permit extensions. At the September 10th, 2013 City Commission meeting, the commission approved a policy relating to the extension of permits for crew camps within the City's jurisdiction. This policy includes requirements for meeting building and fire codes, payment of per bed crew camp fees for those camps eligible for these fees, and posting of a reclamation bond, among other items. The policy stated that, when a crew camp had met the requirements that crew camp's permit would be extended for up to two years from the date of the most recent permit expiration or permit review date. One result of this would be that all the crew camp permits would have different start and end dates and for those crew camps paying the per bed crew camp fee, different billing dates.

For easier tracking of crew camp permit expiration dates and billing dates, staff recommends the following modification of the September 10, 2013 crew camp policy:

Effective Date of Permit Extension:

When the City has verified that the requirements for a permit extension have been met, and all required fees for January 1 to December 31, 2013 have been paid, the permit may be extended from January 1, 2014 to December 31, 2015. The City will send the crew camp operator a certified letter verifying the dates of the permit extension. Per bed crew camp fees will be billed annually. Crew camps must remain in compliance with building, fire, and any other applicable codes.

Commissioner Bekkedahl stated that this process took much longer than they intended because of the on sight inspections that had to be done. Commissioner Bekkedahl asked if the crew camps were being billed for the beds that are currently constructed for occupancy or if they were being billed for what they have been permitted for.

Mr. Kress confirmed that they would be billed for the beds that are currently constructed for occupancy and not for what they have been permitted for.

Mr. Kress stated that with the modification to the crew camp permit policy the crew camps are actually getting more time because many of the operator's permits expire between April and September.

There was discussion about some of the crew camps needing sprinkler systems. Mr. Kress said that they would still issue the permits but they would need to have a sprinkler system installed in a timely matter.

Kevin Jeffrey with Sunwell Services asked the commission when they would hear if their crew camp housing has been approved. Mr. Jeffrey said they are waiting on a builder that will be doing steps for them. Mr. Kress said to let the City Planning Department know when that was completed and they would send someone to do the final inspection.

Mr. Kress stated that Sunwell Services has mobile homes that have been used as their crew camp housing. In the past they have been taxed as mobile homes but it has been decided by the county attorney that they are not true mobile homes. Going forward with the permit renewals they will be charged the per bed fee instead of the mobile home fee.

Commissioner Bekkedahl said he would like them to have a provisional acceptance for the crew camps that have outstanding items that need to be completed.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the effective date of the permit extension as presented by the City Planning and Zoning Department.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

H. Economic Development

- I. Airport
 - (1) Airport Advertising Lease
 - a. Strad Oil

Airport Manager, Steven Kjergaard presented a wall advertising lease with Strad Oil. Strad Oil is leasing two spaces from the airport for a total of \$16,000.00 for a one year term. Mr. Kjergaard recommends that the board approve this lease.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the airport advertising lease with Strad Oil in the amount of \$16,000.00 for a one year term.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug and Koeser

CARRIED: 3-0

- (2) Request to Bid
 - a. Pick Up

Airport Manager, Steven Kjergaard presented a request to go out for bid on a F150/1500 4 door pick-up truck. The budget for this truck is \$30,000.00.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the airport's request to go out for bid on a F150/1500 4 door pick-up truck.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

- b. Midsize SUV/Pick Up

Airport Manager, Steven Kjergaard is requesting to go out for bid on a midsize SUV that was budgeted in the amount of \$33,000.00 for next year's budget. Mr. Kjergaard stated that the SUV is basically a police vehicle due to the fact that the airport inputs radios, light bars and sirens onto the vehicles, and normal vehicles do not work well for that. The airport is required to put a light bar on their vehicles for when they are on the runway and a radio to communicate with the police and fire department in case of an emergency.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the airport's request to go out for bid on a police type SUV.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

- J. Assessor
- K. Convention and Visitor's Bureau

10. Appointments and Consultations with Officers
 - A. Airport Board of Adjustments – Kent Jarcik

Airport Manager, Steven Kjergaard stated that with Monte Meiers of Public Works retiring, there is a staff vacancy on the Airport Board of Adjustments. Mr. Kjergaard is requesting that Kent Jarcik of the Planning and Zoning Department fills Mr. Meiers position on the Airport Board of Adjustments. Mr. Jarcik has said he is willing to take over this position.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the appointment of Kent Jarcik to the Airport Board of Adjustments.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

11. Unfinished Business
 - A. 911 Vote – Timeline Vote on Rate Increase

This item was tabled because there has been no contact from the county.

- B. Request to Re-Advertise the Sale of Old Ambulance

Commissioner Cymbaluk presented a bid from Curt Hamers for the sale of the Fire Department's old ambulance. The bid was for \$1,800.00 and after talking to Chief Hanson, Commissioner Cymbaluk said he recommends accepting the bid from Mr. Hamers.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to accept the bid from Curt Hamers for the old ambulance, in the amount of \$1,800.00.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

- C. Ordinance No. 981 (zoning) – Workforce Temporary Housing – Second Read

This is the second reading of Ordinance No. 981. Ordinance No. 981 is an ordinance amending Ordinance No. 613 of the City of Williston, also known as the zoning ordinance of the city of Williston, amending Section 25: supplementary district regulations governing the criteria and permitting workforce, temporary housing.

Workforce, Temporary Housing is hereby amended to include the following: workforce temporary housing may be subject to real property taxation or crew housing permit fees as set forth by the City of Williston.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to approve the second reading of Ordinance No. 981, Workforce Temporary Housing.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

12. New Business

13. Executive Session

14. Adjourn

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to adjourn the Board of City Commissioners meeting.

AYE: Cymbaluk, Brostuen and Bekkedahl

NAY: None

ABSENT AND NOT VOTING: Klug & Koeser

CARRIED: 3-0

E. Ward Koeser, President
Board of City Commissioners

John Kautzman, City Auditor