

**Official Proceedings
BOARD OF CITY COMMISSIONERS
February 25, 2014 6:00 P.M.
CITY HALL WILLISTON, NORTH DAKOTA**

1. Roll Call of Commissioners

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

COMMISSIONERS ABSENT: None

OTHERS PRESENT: John Kautzman, Pete Furuseth, James Leahy, Bill Tracy, David Tuan, Steven Kjergaard, Rachel Ressler, Donald Kress and Bob Hanson

Mayor Koeser presented a quorum; there are a couple of changes that need to be made to the agenda. Item 2B(3)C Williston Lodge needs to be added to the Consent Agenda under Special Permit to Sell Alcoholic Beverages. Commissioner Klug would like Item 2B(4) removed from the Consent Agenda and handled right after the Consent Agenda. Item 3A, bid opening for Improvement District 14-2, should be moved to right after item 4B. Item 8D(1) should read "Permission to Submit a Grant Through Crew Housing Fee for Williams County." Item 11B regarding a Nemont Easement needs to be added.

**MOTION BY CYMBALUK, SECONDED BY KLUG, to approve the amendments to the agenda.
UNANIMOUS BY VOICE VOTE**

2. Consent Agenda

- A. Reading and Approval of Minutes for:
 - (1) Regular Meeting Dated: February 11, 2014
- B. Auditor
 - (1) Accounts, Claims and Bills

Combined Check Register

For checks between: 02/11/14 - 02/21/14

Payroll

Check #	Check		Check Amount
Check #	Vendor/Employee/Payee	Number/Name	Check Amount
75075	Pay	FIT U.S. TREASURY	314.12
75074	Pay	14021 BRAD D. BEKKEDAHL	0.00
75073	Pay	56070 TATE A. CYMBALUK	0.00
75072	Pay	56297 BRENDA D'ANGELO	922.82
75071	Pay	12020 RANDY M DONNELLY	1756.98
75070	Pay	56348 TYLER EMERSON	1014.36
75069	Pay	12017 JOHN L. KAUTZMAN	2844.85
75068	Pay	56240 KAREN D. KUEHL	758.18

75067	Pay	56363 JUSTINA ROSE	680.73
75066	Pay	56255 CHELSEA S CAVANAUGH	727.82
75065	Pay	13026 KEVIN W. CRAFT	1114.25
75064	Pay	56195 JACKIE L. HATCH	771.45
75063	Pay	56392 EMILY NUNLEY	598.51
75062	Pay	56323 LINDSEY REPP	695.90
75061	Pay	56225 SUSAN E. SCHNEIDER	1344.99
75060	Pay	13025 JOLEEN S. TINKER	1277.43
75059	Pay	56378 LAURA WOLTJER	399.00
75058	Pay	56376 ANNA WOOLLEY	699.33
75057	Pay	56344 CARRIE ZELLMER	646.58
75056	Pay	34103 CHRISTOPHER J. BROSTUEN	695.23
75055	Pay	14025 HOWARD D. KLUG	133.04
75054	Pay	56169 KATHERINE E. BERWICK	1529.95
75053	Pay	56252 DIANE THOMPSON	1353.57
75052	Pay	15004 JANET B. ZANDER	2052.76
75051	Pay	56215 MARK W. ANDERSON	1256.75
75050	Pay	56292 CAMERON BRADLEY	2664.04
75049	Pay	18022 SHARYL J. BUSCH	2922.25
75048	Pay	56162 JOSHUA A. BUTLER	988.98
75047	Pay	56374 DAVID CHRISTENSEN	807.12
75046	Pay	56325 DAVID GORDON	939.59
75045	Pay	56321 NICOLAS JOHNSON	422.01
75044	Pay	18027 STEVEN D. KERZMANN	2892.58
75043	Pay	18096 TRACY C. KERZMANN	1827.60
75042	Pay	56332 ANDREW KINDLE	564.34
75041	Pay	56107 VICTORIA L. KREGER	438.78
75040	Pay	56377 DAVID MOLITOR	941.39
75039	Pay	18099 ERICA J. MYERS	1523.64
75038	Pay	18070 JEANNE M. SAGASER RASSIER	1593.51
75037	Pay	56130 ANDREW A. SAILER	1874.51
75036	Pay	18020 RICHARD SHEARER	157.58
75035	Pay	18097 DUANE S. WINTER	6.23
75034	Pay	56174 SAM M. AIDE	1205.67
75033	Pay	56166 RYAN J. ALLEN	1106.58
75032	Pay	56273 JASON BARTEN	1536.19
75031	Pay	19024 DAVID L. BELISLE	1378.04
75030	Pay	56246 HUGH E BENZEN	962.18
75029	Pay	19092 DUSTIN J. BERTSCH	1534.46
75028	Pay	19028 MARK R. BITZ	1913.79
75027	Pay	56097 ALAN C. BRATT	1241.55
75026	Pay	56121 DUSTIN R. CELANDER	1042.01
75025	Pay	19076 CORY G COLLINGS	2058.40
75024	Pay	56113 MINDY SUE DEGENSTEIN	1116.76
75023	Pay	56278 DANIEL DERY	998.22
75022	Pay	56173 RODNEY H. DICKERSON	1256.97
75021	Pay	56354 RYAN EGERMAN	1112.98
75020	Pay	56289 STACEY EISSINGER	1032.17
75019	Pay	56183 AMBER M. GILMORE	1394.96

75018	Pay	19009 LINDA R. GRANBOIS	1191.54
75017	Pay	56147 JACOB J. GREGORY	1205.67
75016	Pay	56343 ZACHARY HANSEN	994.77
75015	Pay	19082 RANDY M. HAUGENOE	1562.12
75014	Pay	56285 TYLER HOFF	1065.54
75013	Pay	56210 WILLIAM E. HOLLER	1366.10
75012	Pay	56353 JONATHAN HOLTER	975.01
75011	Pay	56102 MICHAEL A. ISENHOWER JR	1590.32
75010	Pay	56387 AARON KURTENBACH	1088.05
75009	Pay	19012 THOMAS L. LADWIG	1939.44
75008	Pay	19011 JAMES L LOKKEN	2740.95
75007	Pay	56082 TRAVIS J. MARTINSON	1097.65
75006	Pay	54005 ANTHONY W MELBERG	414.08
75005	Pay	56061 AMY D. NICKOLOFF	1172.86
75004	Pay	19014 KENNETH B. OWENS	2074.45
75003	Pay	56385 JUSTIN PELZL	925.31
75002	Pay	19098 DAVID A. PETERSON	1450.54
75001	Pay	56181 TREVOR J. ROBERTS	1042.08
75000	Pay	56148 JONATHAN D. ROGGENKAMP	732.73
74999	Pay	56386 JOSHUA SASSE	28.58
74998	Pay	19077 MICHAEL S. WILSON	1579.97
74997	Pay	56157 BENJAMIN W. ABBEY	1206.74
74996	Pay	20047 KELLY M. ABERLE	1533.33
74995	Pay	26039 DIANE K. ALBRIGHTSON	945.86
74994	Pay	56209 MARTIN L. COLGAN	1414.56
74993	Pay	56296 JOE DOSS	1269.88
74992	Pay	56309 KRYSTINE HEIFORT	951.03
74991	Pay	56308 JAMES LEAHY	1342.30
74990	Pay	56270 WILLIAM TRACY III	1463.06
74989	Pay	56360 NYDEL WALL	136.60
74988	Pay	56220 TRUNG THANH LE	1399.47
74987	Pay	56302 ANTON LEUTY	689.63
74986	Pay	21054 WAYNE A WIEDRICH	1933.14
74985	Pay	22020 ROBERT D. KNAPPER	1828.94
74984	Pay	56214 MICHAEL J. BEARCE	1360.08
74983	Pay	56128 VERNON L. HENDRICKSON	1517.57
74982	Pay	56244 ROY LONG	1277.97
74981	Pay	56167 MATTHEW TUTAS	1424.21
74980	Pay	56320 PHILIP ARENDS	1487.72
74979	Pay	56370 JEFFREY BRYSON	1950.92
74978	Pay	24019 ROBERT D. COUGHLIN	626.51
74977	Pay	56381 MORKATAA DHINAA	1440.88
74976	Pay	24017 STEVEN W. JENSEN	1557.93
74975	Pay	56356 MITCHELL KERSTING	914.12
74974	Pay	56284 SABRINA SIMS	1187.22
74973	Pay	56104 DANIEL W. TUPA	1178.13
74972	Pay	56352 BRIAN YOUNG	725.55
74971	Pay	25110 KENNETH W. BERGSTROM	2134.40
74970	Pay	56393 DUSTIN CUPPS	1229.58

74969	Pay	56187 STEPHEN R. KOHLER	1531.36
74968	Pay	56389 THOMAS ATOR	1303.20
74967	Pay	56368 ERICA KELASH	1960.47
74966	Pay	56349 LILLIAN MCGUIRE	1123.91
74965	Pay	56164 JACOB T BLOODGOOD	731.62
74964	Pay	27076 DANNY R. GERGEN	1523.55
74963	Pay	56091 JAMES A HAGA JR	960.47
74962	Pay	56315 EARL KILLINGSWORTH	956.87
74961	Pay	56241 DINA KINDELSPIRE	843.65
74960	Pay	56303 TROY OSTER	719.79
74959	Pay	56379 WILLIAM REED	671.69
74958	Pay	56266 MARK RIDDLE	981.24
74957	Pay	56258 BRYAN THOMPSON	984.83
74956	Pay	56084 KENNETH R. BOYKIN	1536.93
74955	Pay	56313 WILLIAM BRENNY	839.00
74954	Pay	56114 ANTHONY D. DUDAS	1571.69
74953	Pay	56086 STEVEN C. KJERGAARD	2194.42
74952	Pay	12029 LORI A. LARSEN	1006.15
74951	Pay	56358 RYAN O'REAR	725.70
74950	Pay	56307 TRAVIS SAMUDA	1159.44
74949	Pay	56372 THOMAS SANDO	733.53
74948	Pay	56340 MICHAEL SIMPSON	1551.92
74947	Pay	56200 GINA MOTTI	1200.94
74946	Pay	56347 CHRISTINE EDWARDS	1075.30
74945	Pay	34017 KENT A. JARCIK	2442.58
74944	Pay	56223 DONALD KRESS	1366.71
74943	Pay	56239 RACHEL K. RESSLER	1218.35
74942	Pay	56314 NICK VASUTHASAWAT	1211.62
74941	Pay	35025 JOSILYN F BEAN	1018.47
74940	Pay	56301 TRAVIS MIZZELL	919.14
74939	Pay	56079 BRENDA SEPTKA	1221.38
74938	Pay	56293 DAVID TUAN	2444.43
74937	Pay	56375 KRISTIN WENDT	489.49
74936	Pay	36006 NEIL W. BAKKEN	1650.05
74935	Pay	56366 KENT SKABO	1414.28
74934	Pay	56211 WAYNE E. BEARD	912.30
74933	Pay	56212 AMELIA A. BICKLER	287.34
74932	Pay	56144 CRYSTAL M. BONNER	214.89
74931	Pay	48102 KAYLA J. HELL	696.77
74930	Pay	56333 STEVEN MCGAUGHEY	553.67
74929	Pay	56111 ANDREA L. MITCHELL	217.27
74928	Pay	56364 JASON SAGE	89.70
74927	Pay	48013 DEBORAH A. SLAIS	1315.16
74926	Pay	48034 YVONNE A. TOPP	591.55
74925	Pay	52011 ANN M. KVANDE	1247.04
74924	Pay	56365 KATHRYN LONG	1432.17
74923	Pay	56306 MARGARET LUNSFORD	977.22
74922	Pay	56041 BARBARA J. PETERSON	1176.02
74921	Pay	52003 THOMAS C. ROLFSTAD	1578.05

74920	Pay	52020 SHAWN WENKO	1711.55
74919	Pay	56222 VIVIAN KALMIK	92.93
74918	Pay	53002 AMY A. KRUEGER	1920.30
74917	Pay	56271 SABRINA A RAMEY	1210.61
74916	Pay	56310 JENNIFER STRIETZEL	1083.32
74915	Pay	56390 DENICE SUESS	1057.24
74914	Pay	56213 ROBERT JASON HILLARD	1143.15
74913	Pay	56234 JOSEPH REIFENSTAHL	964.86
74912	Pay	56080 BRAD E. SEPTKA	2471.61
74911	Pay	56150 SAMANTHA R. YODER	889.89
74910	Pay	56371 Alan Mapes	400.80
74909	Pay	DEFER COMP ROTH NATIONWIDE RETIREMENT SO	16591.64
74908	Pay	ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE	1111.72
74907	Pay	FIT U.S. TREASURY	127527.10
1678	* Clm	1570 COMMUNITY ACTION PARTNERSHIP	3461.28
61918	Pay	Shar Nell Nix	1169.65
61919	* Clm	999998 BRAD E. SEPTKA	332.83
61920	Clm	999998 ROBERT JASON HILLARD	150.00
61921	Clm	999998 JOSEPH REIFENSTAHL	150.00
61922	Clm	35 BANK OF NORTH DAKOTA	160667.00
61923	Clm	2073 Landmark Occupational Health	4713.56
61924	Clm	999999 STORMY ROCKNEY	1350.00
61925	Clm	999999 JOSEPH SCOTT	150.00
61926	Clm	999999 PAUL MEYERS III	356.00
61927	Clm	649 WAL-MART SUPERCENTER	44.00
61928	Clm	265 MOTOROLA	4113.76
61929	Clm	320 NEMONT	211.55
61930	Clm	1866 Vivid Ink and Toner	2092.75
61931	Clm	623 Wex Bank	2994.46
61932	Clm	2056 Castle Walz, Inc. c/o Tony Vasque	500.00
61933	Clm	521 WILLISTON PARK DISTRICT	739536.71
61934	Clm	19 AMERICAN STATE BANK	739551.70
61935	Clm	999999 TYRONE GWYNN	400.00
61936	Clm	673 CLERK OF DISTRICT COURT	1500.00
61937	Clm	999999 NICOLE PATTEN	200.00
61938	Clm	999999 GUSTAVO MARTINEZ-MERAZ	750.00
61939	Clm	549 CASH WISE FOODS	355.00
61940	Clm	999999 KARINA ESTRADA GARCIA	750.00
61941	Clm	999999 LAURA PETERS	190.00
61942	Clm	999999 JUAN YURIAN JR.	750.00
61943	Clm	518 WILLISTON HERALD	323.38
61944	Clm	489 VISA	139.46
61945	Clm	489 VISA	1379.23
61946	Clm	999999 NICOLE GILMORE	250.00
61947	Pay	12026 KAREN P. LARSON	1323.48
61948	Pay	14020 E. WARD KOESER	256.32
61949	Pay	17016 THOMAS J. GLENN	1100.47
61950	Pay	56383 MATT DANIELSON	290.58

61951	Pay	56045 EUGENE L. FIXEN	179.39
61952	Pay	56337 DARIN JOHNSON	1235.55
61953	Pay	56382 ETHAN JOHNSON	2560.91
61954	Pay	56269 CLAY KAUTZER	1278.78
61955	Pay	56290 BRADLEY SCHERER	1519.50
61956	Pay	18046 GARVIN SEMENKO	199.70
61957	Pay	18078 MICHAEL W. WALTERS	9.01
61958	Pay	56388 RUSSELL ANTHONY	1092.85
61959	Pay	19095 WALTER H. HALL	1616.35
61960	Pay	56243 JACOB R. HENDRICKS	1003.60
61961	Pay	56279 ALEC RAISBECK	1103.07
61962	Pay	13027 CRYSTAL A. SCHAUBEL	1009.93
61963	Pay	21041 ROBERT E. HANSON	2569.94
61964	Pay	22021 LES CHRISTENSEN	1786.33
61965	Pay	22014 GARY L. GLOVATSKY	1682.96
61966	Pay	23126 BRENT E. HANSON	2043.03
61967	Pay	23039 BRUCE A. JOHNSON	1315.78
61968	Pay	56288 CHRISTOPHER MALONE	787.54
61969	Pay	27096 RUSSELL E. MOMBERG	1746.83
61970	Pay	56362 JOHN WELKER	177.58
61971	Pay	56189 AMANDA M. KAISER	795.31
61972	Pay	56391 THOMAS MOTTI	2637.40
61973	Pay	27058 DAVID LEE BELL	2324.37
61974	Pay	25106 RICHARD S. ODEGARD	2204.87
61975	Pay	27067 RICHARD D. BORUD	1500.14
61976	Pay	56202 GUNNAR CORCORAN	1037.95
61977	Pay	23136 JAMES B. ENGEN	3011.15
61978	Pay	56355 TIMOTHY JEWELL	1225.83
61979	Pay	27091 JOSEPH G. MONSON	1277.32
61980	Pay	56394 MICHAEL WISE	376.33
61981	Pay	22022 KATELYN CHRISTENSEN	1207.52
61982	Pay	31051 GORDON L. SMESTAD	1739.46
61983	Pay	56099 MARK C. AMONSON	751.07
61984	Pay	56361 JUSTIN EDWARDS	1123.53
61985	Pay	56367 TONY SCOTT	1154.01
61986	Pay	32006 WILLIAM M. MCQUISTON	1858.01
61987	Pay	56253 STEPHEN OLEGARIO	740.80
61988	Pay	37008 LAVERN GOHL	1555.47
61989	Pay	56180 DIANE C. HAGEN	419.16
61990	Pay	56276 ELTON LARSON	138.52
61991	Pay	56298 SAWYER ZENT	215.13
61992	Pay	56066 ZACHARY G. CORCORAN	1367.31
61993	Pay	54065 PATRICIA K. FIORENZA	2453.31
61994	Clm	1162 NORTHLAND TRUCK SALES, INC.	206000.00
61995	Clm	488 VISA	1368.94
61996	Pay	56295 CHERIE SMITH	69.72
61997	Pay	56052 JAMESON J. O. SEIM	3300.22
61998	Pay	DEL CHILD SUPPO DCSE	135.00
61999	Pay	MEDICAL SPENDIN DISCOVERY BENEFITS	2664.23

62000	Pay	EMPLOYMENT SECU EMPLOYMENT SECURITY DEPA	170.07
62001	Pay	ID CHILD SUPPOR IDAHO CHILD SUPPORT RECE	377.50
62002	Pay	MN CHILD SUPPOR MINNESOTA CHILD SUPPORT	941.20
62003	Pay	NC CHILD SUPPOR NC CHILD SUPPORT	205.00
62004	Pay	ND HEALTH ND PUBLIC EMPLOYEES RETI	140252.74
62005	Pay	ND PEA NDPEA	56.00
62006	Pay	UNITED WAY UNITED WAY	276.00
62007	Clm	2040 Williston Area Chamber of Commerc	250.00
62008	Clm	3 ADVANCED ENGINEERING &	364468.54
62009	Clm	1230 AFFORDABLE TOWING	150.00
62010	Clm	8 ALL SEASONS SPORT ABOUT	20.00
62011	Clm	718 AMERIPRIDE LINEN AND APPAREL SERV	436.14
62012	Clm	30 ASTRO-CHEM LAB, INC.	548.90
62013	Clm	708 AT&T	243.41
62014	Clm	723 BADLANDS STEEL, INC	513.44
62015	Clm	34 BALCO UNIFORM CO., INC.	129.00
62016	Clm	38 BASIN PRINTERS, INC.	681.00
62017	Clm	39 BASIN TIRE SERVICE, INC.	4968.76
62018	Clm	1190 BASIN TOWING AND RECOVERY	450.00
62019	Clm	2077 BEST WESTERN PLUS-WILLISTON HOTEL	715.00
62020	Clm	52 BORDER STATES ELECTRIC	41.58
62021	Clm	54 BOUND TREE MEDICAL	451.67
62022	Clm	1054 C & D WATER SERVICES	35.50
62023	Clm	1755 CDW Government	13114.45
62024	Clm	999999 CECILE HESS	43.25
62025	Clm	616 CENTER POINT LARGE PRINT	79.08
62026	Clm	1349 CENTURYLINK	981.48
62027	Clm	1261 CHAMBER OF COMMERCE	1000.00
62028	Clm	710 CHANEY'S CAR & TRUCK REPAIR	300.00
62029	Clm	1794 CiNet	2565.00
62030	Clm	79 CITY OF WILLISTON	16617.76
62031	Clm	80 CITY OF WILLISTON	9.60
62032	Clm	1666 CIVIL SCIENCE	526.80
62033	Clm	1517 COAST TO COAST SOLUTIONS	236.77
62034	Clm	567 CRAIG'S SMALL ENGINE REPAIR	1079.41
62035	Clm	89 CRAVEN-HAGAN CLINIC	600.00
62036	Clm	548 DAKOTA DIESEL	100.20
62037	Clm	927 DAKOTA PUMP & CONTROL	3275.90
62038	Clm	93 DAKOTA SUPPLY GROUP	6958.48
62039	Clm	999998 DAVID A. PETERSON	425.00
62040	Clm	2057 David A. Richardson	2400.00
62041	Clm	1705 DEGENSTEIN'S AUTO PLUS	1650.00
62042	Clm	1718 Dickinson Press	167.00
62043	Clm	568 DPC INDUSTRIES, INC	5443.50
62044	Clm	1001 DR. MARY'S BOOKS	15.95
62045	Clm	999998 E. WARD KOESER	159.66

62046	Clm	118 EARL'S ELECTRIC, INC.	708.10
62047	Clm	999999 EARLINE MARTIN	150.00
62048	Clm	650 ETHANOL PRODUCTS, LLC	4541.09
62049	Clm	1962 EXECUTIVE CLEANING SERVICE, LLC	6375.00
62050	Clm	907 FERGUSON WATERWORKS #2516	5734.68
62051	Clm	134 FORT UNION SUPPLY & TRADE	657.55
62052	Clm	1496 FOUND IT NOW	272.27
62053	Clm	755 FRONTIER EQUIPMENT	119000.00
62054	Clm	2079 FULL CAST AUDIO	47.75
62055	Clm	354 FURUSETH LAW FIRM, PC	23281.50
62056	Clm	139 GAFFANEY'S	1417.96
62057	Clm	1219 GASB	225.00
62058	Clm	826 Gaylord Bros.	227.14
62059	Clm	144 GRAYMONT WESTERN CANADA	12149.41
62060	Clm	2078 GREAT AMERICAN PRODUCTS	8710.00
62061	Clm	539 HACH	377.27
62062	Clm	151 HAWKINS, INC.	1554.99
62063	Clm	1833 HDR ENGINEERING INC	17086.39
62064	Clm	550 HEDAHL'S PARTS PLUS	265.98
62065	Clm	161 HOME OF ECONOMY	107.34
62066	Clm	162 HORIZON RESOURCES	60375.73
62067	Clm	163 HOSE AND RUBBER SUPPLY	980.27
62068	Clm	170 IBM CORPORATION	412.50
62069	Clm	173 INFORMATION TECHNOLOGY DEPARTMENT	551.45
62070	Clm	4561 International Code Council, Inc.	800.00
62071	Clm	176 INTERSTATE POWER SYSTEMS	258.34
62072	Clm	1782 JASON MITCHELL OUTDOORS TV	1000.00
62073	Clm	191 JOE'S DIGGING SERVICE INC	2700.00
62074	Clm	2080 Johnnie Candle	1750.00
62075	Clm	196 KADRMAS LEE & JACKSON INC	20155.13
62076	Clm	198 KDSR-FM	950.00
62077	Clm	1299 KNIFE RIVER-NORTH CENTRAL	212007.73
62078	Clm	212 KOTANA COMMUNICATIONS	15032.88
62079	Clm	1761 Lands' End Business Outfitters	372.95
62080	Clm	219 LAWSON PRODUCTS, INC.	229.62
62081	Clm	591 LEXIS NEXIS	60.43
62082	Clm	1694 Lindon's Truck Repair	12256.94
62083	Clm	585 MCCODY CONCRETE PRODUCTS, INC	385.00
62084	Clm	250 MICROMARKETING ASSOCIATES	110.00
62085	Clm	252 MIDCONTINENT COMMUNICATIONS	489.13
62086	Clm	1095 MIKEY'S COUNTRY CANDY	464.85
62087	Clm	243 MONTANA DAKOTA UTILITIES	48512.06
62088	Clm	1632 MORRISON MAIERLE INC	7762.55
62089	Clm	270 MURPHY MOTORS, INC.	86.00
62090	Clm	271 MVTL/MINNESOTA VALLEY	66.00
62091	Clm	1772 MYGOV, LLC	1650.00
62092	Clm	275 NAPA AUTO PARTS	860.02
62093	Clm	1508 ND CLERK'S ASSOCIATION	120.00

62094	Clm	1921 NDBOA Secretary/Treasurer	60.00
62095	Clm	1947 NEESE INC	378.26
62096	Clm	320 NEMONT	4705.79
62097	Clm	1733 Noble Industrial Supply Corp.	1359.12
62098	Clm	333 NORTHWEST SUPPLY CO.	29.70
62099	Clm	1803 ODNEY	33215.24
62100	Clm	866 OLLIS BOOK CORPORATION	271.06
62101	Clm	343 OLYMPIC SALES, INC.	13350.00
62102	Clm	2054 P & G Speedway	7075.00
62103	Clm	351 PENWORTHY	501.86
62104	Clm	359 PRAXAIR DISTRIBUTION INC	4079.69
62105	Clm	362 PRO SAFE PEST CONTROL	203.00
62106	Clm	819 PUBLIC SAFETY EQUIPMENT CO., LLC	129.75
62107	Clm	365 QUALITY BOOKS, INC.	2408.66
62108	Clm	367 QUILL CORPORATION	856.29
62109	Clm	1898 RDG Planning & Design	19870.00
62110	Clm	380 REEVES COMPANY, INC.	235.23
62111	Clm	390 RICHARD A. JOHNSON	2941.50
62112	Clm	2076 ROCK MILLS ENTERPRISES	75.00
62113	Clm	415 SELECT FORD	133.36
62114	Clm	417 SENSUS METERING SYSTEMS	1524.60
62115	Clm	999999 SHANNON SCHELL	40.00
62116	Clm	418 SHAWN R. WENKO	243.78
62117	Clm	2075 SNAP ON	34.24
62118	Clm	1104 Tantor Audio	440.37
62119	Clm	2082 Ted Takasaki	2853.00
62120	Clm	1514 TEI LANDMARK AUDIO	1404.00
62121	Clm	1195 THE ATTIC	1080.00
62122	Clm	2083 Thomas Farrenkopf	188.66
62123	Clm	453 THRIFTY WHITE PHARMACY	13.99
62124	Clm	2081 Tommy Ellis	300.00
62125	Clm	460 TRACTOR & EQUIPMENT CO.	1724.80
62126	Clm	461 TRACTOR SUPPLY CREDIT PLAN	949.38
62127	Clm	2072 TriZetto Provider Solutions	39.00
62128	Clm	2024 TRP Studios	125.00
62129	Clm	1610 ULTEIG	81741.76
62130	Clm	482 VAC-U-JET	18650.00
62131	Clm	1422 VEIT & COMPANY INC	1321627.66
62132	Clm	488 VISA	1246.58
62133	Clm	489 VISA	537.19
62134	Clm	496 WCS TELECOM	871.05
62135	Clm	503 WESTLIE MOTOR CO.	217.72
62136	Clm	531 WILLIAMS COUNTY AUDITOR	4573.13
62137	Clm	1811 WILLISTON BASIN CURLING CLUB	100.00
62138	Clm	514 WILLISTON COMMUNITY LIBRARY	710.28
62139	Clm	516 WILLISTON CVB	767.46
62140	Clm	518 WILLISTON HERALD	5049.64
62141	Clm	519 WILLISTON HOME & LUMBER	159.80

62142	Clm	525 WILLISTON TIRE CENTER	614.84
62143	Clm	526 WILLISTON TRUE VALUE	388.32
62144	Clm	2018 ZEP SALES & SERVICE	287.21

Grand Total # of Checks: 396 4987864.75

Total Payroll \$547,609.94 Total Claims \$4,440,254.81

- (2) Application for a Local Permit or Charity Local Permit
 - a. Williston Korner Lions – Raffle – Gramma Sharon’s Restaurant – March 1, 2014 thru April 28, 2014
 - b. Williston Rural Fire District #1 – Raffle – Williston Fire Dept. – February 20, 2014 thru June 18, 2014
 - c. District 1 Republican Party – Raffle – Old Armory – March 8, 2014
 - d. Upper Missouri United Sportsmen – Raffle – Upper Missouri Fairgrounds – April 5, 2014
- (3) Special Permit to Sell Alcoholic Beverages
 - a. American Legion Edgar M. Boyd Post #37 – Wedding Reception – March 15, 2014
 - b. American Legion Edgar M. Boyd Post #37 – Oil Wives Ball – March 22, 2014
 - c. The Williston Building, LLC – Republican Party Convention Dinner – March 8, 2014
- (4) Taxi License
 - a. ~~Bakken Taxi – Additional Vehicle – 2002 Dodge Caravan VIN# 2B8GP44352R516042 (moved)~~
 - b. ~~Bakken Taxi – Additional Vehicle – 2003 Dodge Caravan VIN# 2D8GP44363R194857 (moved)~~
- C. Building Official
 - (1) Master Mechanical
 - a. John D. Gallatin – Granite City Refrigeration & Sheet Metal, Inc.
 - (2) Fuel and Gas Installer
 - a. John D. Gallatin – Granite City Refrigeration & Sheet Metal, Inc.
 - b. Keith Traut – Granite City Refrigeration & Sheet Metal, Inc.
 - (3) Journeyman Mechanical
 - a. Keith Traut – Granite City Refrigeration & Sheet Metal, Inc.
- D. City Planner
 - (1) Request for public hearing on March 11, 2014, preliminary plat, Camp Creek Industrial Park, Lot 1R and 2R, Block 2, North Bakken Industrial Park, part of S1/2SE1/4, Sec. 13 & part of N1/2NE1/4, Sec. 24, T155N, R101W, City of Williston – Granite Peak Development ND, LLC / Sanderson Stewart
 - (2) Request for public hearing on March 11, 2014, PUD Amendment for Harvest Hills Subdivision, Blocks 3 & 5 to lift the one-story height restriction and allow two-story retail/office building – Jeff Koch, Roers Investments
 - (3) Request for public hearing on March 11, 2014 for amendment to the Comprehensive Plan: Downtown plan – staff

- (4) Request for public hearing on March 11, 2014, for proposed zone change from A: Agricultural to C-2: General Commercial and R-3: Lowrise Multifamily and Townhouse Residential, and a preliminary plat, to be known as Spring Lake Subdivision, for a parcel of land located in the NW1/4SW1/4 and SW1/4W1/2 of Sec. 1, T154N, R101W and Lots 1 and 2, Wright Subdivision, (east of U.S. Hwy 2/85, between 45th St. E and the Fairgrounds Rd.), City of Williston – CM Arctic Investments, LLC / Sanderson Stewart
- E. Assessor
 - (1) Abatement
 - (2) Exemptions

MOTION BY BEKKEDAH, SECONDED BY CYMBALUK, to approve the Consent Agenda.
AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser
NAY: None
ABSENT AND NOT VOTING: None
CARRIED: 5-0

Taxi License

- (1) Bakken Taxi – Additional Vehicle – 2002 Dodge Caravan VIN# 2B8GP44352R516042
- (2) Bakken Taxi – Additional Vehicle – 2003 Dodge Caravan VIN# 2D8GP44363R194857

Mayor Koeser stated that this item was for Bakken Taxi to add two additional vehicles.

Commissioner Klug stated that running a business out of your home has been an issue they have had to deal with. In this case, there has been up to four vehicles in a residential lot. He would like to table this item until representatives from Bakken Taxi can come and speak as to where they are going to house these vehicles.

MOTION BY KLUG, SECONDED BY BROSTUEN, to table this item.
AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser
NAY: None
ABSENT AND NOT VOTING: None
CARRIED: 5-0

- 3. Bid Openings
 - A. Utility Vehicle (WWTP)

Director of Public Works, David Tuan presented a bid opening for a Utility Vehicle for the Waste Water Treatment Plant (WWTP). Bids for this vehicle were opened at City Hall on Thursday February 20th. Only one bid was received, in the amount of \$23,983 from Acme Tools. This bid exceeds their budgeted amount of \$18,000 and the unit proposed by Acme Tools does not meet their specifications.

The goal of bidding this item was to reduce cost and create a set of specs by which each manufacture's unit could be evaluated.

Unfortunately, the market for this item does not lend itself well to the bidding process and units from different manufacturers vary so drastically, that adhering to one set of specifications is difficult.

Mr. Tuan said for those reasons, they are requesting approval to reject the low bid from Acme Tools and proceed with purchasing a unit within budget by means of direct quote.

City Attorney, Pete Furuseth said they would not be able to go out for direct quotes but they could rebid the vehicle.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to reject the low bid from Acme Tools and rebid the Utility Vehicle.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

~~B. Water, Sewer, Storm Sewer and Street Improvement District 14-2 Protest
(moved to 4B)~~

4. Public Hearings

A. Public Hearing on a proposed Hotel or Motel On-sale Liquor and Beer License for Landmark Suites, the property at 5009 139th Lane NW, Lot 2, Block 1 of Whitlock Industrial Subdivision to the City of Williston, North Dakota

Mayor Koeser presented a public hearing for a proposed Hotel or Motel On-Sale Liquor and Beer License for Landmark Suites, the property at 5009 139th Lane NW, Lot 2, Block 1 of Whitlock Industrial Subdivision to the City of Williston, North Dakota.

This is a public hearing so it will be open to the public for concerns and/or comments.

City Auditor, John Kautzman stated that Landmark Suites is eligible for this license.

Mayor Koeser called three times for public input; none was heard and the hearing was closed.

MOTION BY KLUG, SECONDED BY BEKKEDAHL, to approve the Hotel or Motel on-sale Liquor and Beer License for Landmark Suites, the property at 5009 139th Lane NW, Lot 2, Block 1 of Whitlock Industrial Subdivision to the City of Williston North Dakota contingent upon the Building Department making sure that the area covers all the requirements.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

B. Water, Sewer, Storm Sewer and Street Improvement District 14-2 Protest

Director of Engineering, Bob Hanson stated that this is a protest hearing regarding the creating of Water, Sewer, Storm Sewer and Street Improvement District 14-2. Mr. Hanson stated he received two letters of protest, amounting to a total of 18.41% of the entire land area of the district. That is not large enough to disband the district, you need to have 50% to disband the district but you do need to recognize the two protests the city has received.

The first letter of protest is from Robert Bader, who owns the Bader Electronics building on University Avenue. The project involves the reconstruction on University Avenue from 26th Street up to 34th Street. This includes water, sewer, storm sewer and street improvements. The protest just concerns the University Avenue reconstruction. This would be reconstructing a rural section street with ditches to an urban street with curb and gutter, street lights, sidewalks, etc.

Mr. Bader's assessment is \$243,973.72; Mr. Bader owns property along University Avenue just north of 26th Street on the west side, 626 feet of frontage. A quarter of a million dollars is a large assessment, if you break that down into a normal size lot (50 ft.) it comes out to be about \$19,487.

The second letter of protest is from Sound Capital (owned by Michael Christiansen), a limited liability corporation that owns what was known as the Mobile Village Trailer Park right across the street from Mr. Bader. Sound Capital has a frontage of 1,065 ft., their assessment is \$413,365.84. These are estimated assessments based on the engineer's estimate of the project. The assessment will be based on the final project costs.

The assessments are subject to tax increment finance (TIF) district, depending on how much they build out. It is the city's intention to apply the extra monies generated by the TIF district to these assessments. The cost could be lowered by as much as 40%, but there is no guarantee.

Mayor Koeser called for public input.

Michael Christiansen stated that he understands that they city has to have 50% opposed to strike down. Anyone who is zoned residential is actually having the city participate from their 1% sales tax to have their amount offset so they do not get specially assessed. The new development, he agrees should participate in putting in new water, sewer and roads because it is part of the infrastructure cost. His property is zoned commercial but stated that they are a residential mobile home community. All mobile home parks in North Dakota are zoned this way. Mr. Christiansen stated they are stuck in a situation where they are residential but are zoned commercial and will not receive any tax credit. There are 124 families that pay property taxes just like any other residential home owner in the city of Williston. This assessment is paid over 20 years so that amounts to be about \$20,000 a year plus interest costs which is more than triple what their current tax assessments are. This is a huge burden to the ownership of the park, which will be passed down to the individual tenants of the park.

Commissioner Bekkedahl asked Mr. Christiansen if he was sure that the individual tenants pay city property taxes for their trailers.

Mr. Christiansen stated that each tenant receives a bill every year but it may be from the state.

Commissioner Bekkedahl said that is a state permit fee and the city does not see any income from mobile homes in mobile home parks.

Mr. Christiansen said they would like to have a special condition that they would be part of the residential tax rebate. He also, feels that only the assessed parties should be included, which would make the protest percentage over 50%.

Robert Bader wanted to know who was really benefiting from this sewer system.

Commissioner Bekkedahl said if you are already serviced off of 26th Street, you shouldn't be getting assessed for water and sewer. He said that unfortunately, they don't receive funds from the government to build these roads and make them safer but it has to get done with all the people coming in due to the oil boom.

Mayor Koeser called a second and third time for public input; none was heard and Mayor Koeser closed the hearing.

Director of Engineering, Bob Hanson present a resolution regarding the protest received for the proposed improvement district 14-2.

This resolution acknowledges the two protests in the amount of 18.41% which is insufficient to disband the creation of this district.

MOTION BY BEKKEDAHL, SECONDED BY CYMBALUK, to approve Resolution 14-009, the certificate as to the sufficiency of protests on the proposed improvements benefiting Water, Sewer and Street Improvement District 14-2, which certificate was examined, found to be satisfactory, and ordered to be place on file.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

C. Bid Results - Water, Sewer, Storm Sewer and Street Improvement District 14-2

Director of Engineering, Bob Hanson presented the bid results for Water, Sewer, Storm Sewer and Street Improvement District 14-2.

This project involves new construction of 30th Street from the University Commons Development to 1st Avenue W, the reconstruction of 34th Street between 3rd Avenue E and University Avenue and the reconstruction of University Avenue from 26th Street to 34th Street.

Bids were opened on February 20th. Northern Improvement bid the project at \$3,338,895.45 and Knife River bid at \$3,500,653.51. The engineer's estimate was \$3.5 million.

Mr. Hanson said he recommends awarding a construction contract for District 14-2 to Northern Improvement in the amount of \$3,338,895.45.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to award a construction contract for District 14-2 to Northern Improvement in the amount of \$3,338,895.45.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

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

6. Ordinances

A. Ordinance No. 989 – Regarding the Sale and Public Display of Fireworks – First Reading

Mayor Koeser presented ordinance number 989, an ordinance of the city of Williston amending Chapter 8, Article 3 of the Williston Code of Ordinances regarding fireworks.

John Kautzman, City Auditor stated that this amendment was to bring the ordinance into compliance with the state law.

Terry Gaudreau spoke, saying that he knows the city allows the shooting off of fireworks on the 4th of July but would also like to know if they could shoot off fireworks on New Year's.

There was discussion that the state law did not include the shooting off of fireworks on New Year's.

Commissioner Bekkedahl said that the city of Dickinson is debating banning the shooting of fireworks all together in the city limits.

Mayor Koeser said this is a first read and he would like to have time to review it and later amend it if need be.

MOTION BY BROSTUEN, SECONDED BY CYMBALUK, to approve the first reading of Ordinance No. 989, amending Chapter 8, Article 3 of the Williston Code of Ordinance regarding fireworks.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

B. Ordinance No. 987 – Amending Sec. 12-71 & 12-72, Regarding Sale of Tobacco to Minors – Second Reading

Mayor Koeser stated that this is the second reading of Ordinance No. 987, regarding the sale of electronic cigarettes to minors.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the second reading of Ordinance No. 987 regarding the sale of tobacco to minors.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- C. Ordinance No. 986 – Modification of Building Lengths in the R-3 & R-4 Zone Districts – Second Reading

Rachel Ressler from the Planning and Zoning Department stated that this ordinance is amending Section 13, R-3 Lowrise Multifamily and Townhouse Residential districts and Section 14, Highrise Multifamily Residential Districts of Ordinance 613 also known as the zoning ordinance of city of Williston, regarding building length.

The current demand for longer buildings and buildings that have character to them drove the need for this amendment. This ordinance removes the restriction of 240 feet and requires that any multifamily building with facades greater than 100 feet should meet one of the following guidelines: facades greater than 100 feet shall incorporate “structural” projections or recesses in the wall plane with a depth of at least 3% of the length of the façade and extending for at least 20% of the length of the façade. Maximum uninterrupted length of wall shall be 100 feet, facades shall display a repeating pattern of at least three cycles of either color change, text change, material change, or expression of structural bays with an offset of at least 12 inches from the ruling plane of the façade, and alternatives to these guidelines may be presented and if through elevations and other visual descriptors can demonstrate the proposed structure provides equal visual interest and scale contributing to long term community appeal, sustainable neighborhoods and meeting the intent clause of this policy.

Review would be by written request for consideration of alternative styles to the Planning Department for decision by the Planning Director.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the second reading of Ordinance No. 986 regarding the modification of building lengths in the R-3 & R-4 zone districts.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

7. Petitions, Communications and Remonstrance's
A. Pheasant Crossing Subdivision

**MOTION BY KLUG, SECONDED BY CYMBALUK, to remove this item from the agenda.
UNANIMOUS BY VOICE VOTE**

8. Report of Commissioners
A. President of the Board
(1) Public Parking Funding Options

Mayor Koeser stated at the last meeting the commission voted not to establish a tax increment finance (TIF) district for the downtown parking. Mayor Koeser said he respects the decision not to proceed but feels they need to be looking to the future as to how they are going to address the downtown parking issue. The city needs to find a way to fund more parking downtown. Mayor Koeser came up with a couple ideas and asked the commission to think about it over the next two weeks.

Some of the options include –

- Create a special assessment district
- Private/public partnership
- Sales tax
- TIF district (this was voted down)

Mayor Koeser said he was not recommending any of these ideas; they are just different options the city has to address parking downtown. The parking issue is a struggle but it is also a sign of health.

- B. Vice-President; Finance Commissioner
C. Street and Improvement, Sanitation, Cemetery and Public Works Commissioner
D. Fire, Police, and Ambulance Commissioner
(1) Permission to Submit a Grant through Crew Housing Fee for Williams County

Commissioner Cymbaluk stated he is just looking for permission to submit a grant to Williams County to apply for two ambulances. The funding is set up because of the crew housing fee that they have taken in.

MOTION BY BEKKEDAHL, SECONDED BY KLUG, to grant permission to submit a grant to Williams County for two new ambulances.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- E. Water Works, Sewer, Airport, Building and Planning Commissioner
(1) 2nd Street West Water Depot Removal

Commissioner Brostuen stated that there have been some issues with the water depot on 2nd Street. There was discussion that the city would like to have it removed and relocated. The Western Area Water Supply (WAWS) called and said if that is the city's intent, the city would need to get a letter to the WAWS Board stating what they are doing. Commissioner Brostuen said he is just requesting Mayor Koeser sign the letter to the WAWS Board.

MOTION BY CYBAULK, SECONDED BY BEKKEDAH, to approve the request to have Mayor Koeser sign the letter to the WAWS Board regarding removal of the 2nd Street W Water Depot.
AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser
NAY: None
ABSENT AND NOT VOTING: None
CARRIED: 5-0

9. Report of Department Heads
 - A. City Auditor
 - (1) Pigeon Trapping

City Auditor, John Kautzman presented a pigeon trapping proposal to the commission. The pigeon flock downtown seems to be growing. Mr. Kautzman spoke to the former auditor of Grand Forks, who had the same issue with birds. The city of Grand Forks contracted with Kurt Lyon out of Ramsey, MN. Mr. Kautzman spoke with Mr. Lyon and he indicated he would be willing to come here. Mr. Lyon would need reimbursement for his travel cost and hotel cost. Based on past experience, Mr. Lyon feels like he should be able to reduce the pigeon flock by 50-80%. Mr. Kautzman asked the commission if they would want to come up with the travel/lodging expense to pay for Mr. Lyon to come to Williston.

MOTION BY BEKKEDAH, SECONDED BY CYMBALUK, to approve the request to cover Mr. Lyon's travel and lodging expenses to come to Williston to do the pigeon trapping.
AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser
NAY: None
ABSENT AND NOT VOTING: None
CARRIED: 5-0

- (2) Clarification on Retention Bonus and Source of Funding

City Auditor, John Kautzman spoke to clarify that the city has a retention bonus and housing allowance in place. As long as Williston is identified as having the highest rent in the state, this will most likely continue. The city does have a \$5 million operational cost segment, which could be growing. This number does increase as the city hires more people and as the rental situations change.

Commission Cymbaluk asked if this had to be renewed annually.

Commissioner Bekkedahl stated that it has been approved for two years at a time.

Mr. Kautzman wanted the commission to know that the money will have to come out of the city's \$100 million bond issue at this point to cover these operation costs.

- B. Attorney
(1) Request for Hearing to Vacate Row on the Frontier Property

City Attorney, Pete Furuseth is requesting a hearing to Vacate Row on the Frontier Property.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the request to have a hearing to vacate row on the Frontier Property.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABESNT AND NOT VOTING: None

CARRIED: 5-0

- C. Director of Public Works
(1) Equipment
a. Compactor Buy Back & Ad for Bids (landfill)

Director of Public Works, David Tuan presented an advertisement for bids for a Compactor for the landfill. This item will include a buy-back on Public Work's existing unit that has reached its hour limit and is due for replacement. Bids will be opened on March 20th, 2014 at 3:00pm. Public Works has budgeted \$490,000 for this item and is requesting approval to go out for bids.

MOTION BY KLUG, SECONDED BY CYMBALUK, to approve the request to advertise for bids for a Compactor for the landfill.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (3) AE2S Program Management Tech Memo #1

Bob Mogar from AE2S presented the Program Management Tech Memo. The purpose for this was to assist the city in identifying and prioritizing some of the needs the city is facing because of the tremendous growth in the community. This report is a summary of their findings. Mr. Mogar stated that he would briefly summarize what they found with each department.

Airport

Airport Manager, Steven Kjergaard has been working closely with KLJ to the potential development of a new airport. It is his belief that those results will come out of the work that is currently being done by the consultant for the airport.

Building Department

It appears to AE2S that the Building Department has done a nice job with trying to get staffed up for the business that they are facing. The department has two more positions budgeted that they are attempting to fill. With those two positions getting filled they should be in good shape. One of the most pressing needs is their facility.

City Auditor

There are staffing and space issues with the auditor's department. If the Planning and Zoning Department gets moved, this will help with the space issue at City Hall.

Economic Development

This department faces the same space constraints as many of the other departments do.

Engineering

This department faces some of the issues similar to the other departments. Staff and spacing are the biggest issues for the Engineering Department.

Fire and Ambulance

A feasibility study was prepared by Almont Associates. This study was well thought out.

Planning and Zoning

The Planning and Zoning Department, currently housed at City Hall, is planning to relocate to a new facility.

Police

As Williams County continues to look at expansion of facilities, the city should closely monitor that to make sure their space and personnel needs are being met.

Public Works

Public Works has the same staffing and space issues as most of the other departments. There are a lot of issues regarding the long term maintenance of the existing infrastructure. There is also a need for more master planning concerning utilities.

(4) U.S. Hwy 85 Right of Way Offer from NDDOT

Director of Public Works, David Tuan presented a right of way offer from the North Dakota Department of Transportation (NDDOT). The DOT is offering the city \$140,145 to acquire right of way for their US Hwy 85 four-lane project. The right of way requested is on the west side of Hwy 85, in the vicinity of the water treatment plant. The offer presented equates to \$30,000 per acre.

The additional right of way does not interfere with scheduled upgrades to the water treatment plant or any other plans the city has in the area. The offer represents a fair price for what is being requested.

Mr. Tuan says that he recommends tabling this item until it has gone to a committee.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to table this item until there has been discussion among a committee.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(5) MWH Engineering Presentation: Development Planning Tool

MWH Global is proposing a development planning service to assist the city with growth management and evaluation of infrastructure associated with new construction and development.

Kevin Martin with Houston Engineering and Roger Austin with Montgomery Watson Harza introduced themselves and gave a presentation to the city commission.

Mr. Martin stated that they have been in a teaming relationship with MWH Global for 20 years. They have worked on projects around North Dakota and have learned to do infrastructure work in a cost effective manner. Out of the hundreds of millions of dollars of work they have done, their unchanged plan orders are less than a 1.5%. They make sure that the public's money is spent well.

There is a projected \$400 billion shortfall of water system needs through 2040 in this country. The costs are going up and money from the federal government is not getting applied to infrastructure projects. People expect the lights to come on every time and the water to turn on every time. Efficiency means time and time is money. They have looked at a new way of what the consultant industry could do to try and bring some of the costs down. They are proposing some software that can help with the planning side and all the way through the project life cycle, as well as asset management.

Mr. Austin said he wanted to show the commission tools and framework that have been used in other oil plays. Mr. Austin presented the Minot model to the commissioners. This model collects all the data the city has and puts it in one place. With this model, they have looked at cost of service studies, and communications to help with conversations with developers and residents. The technology allows you to look at underground assets. This technology also allows you to run analytical engines.

Mr. Austin said he would like the City Commission to consider using this for Williston.

Commissioner Cymbaluk said that this could be a good tool for use in the future.

D. City Engineer
(1) Street Lighting District 14-3 Resolution

Director of Engineering, Bob Hanson presented a request to create a special assessment district. This would be for Street Lighting District 14-3 and comes in two sections.

Section I involves the removal of the existing street lights along the west side of the 2nd Avenue W Frontage Road between 19th and 26th Street and replacing them with new street lights in the boulevard between the Frontage Road and 2nd Avenue W. The estimated cost of this section is \$175,000. The city would pay for 50% of this project cost as there is no one to assess along the east side of the Frontage Road. The city's cost for this project is included in the 2014 budget. The remaining costs would be assessed to the properties on the west side of the Frontage Road.

Section II involves the installation of new street lights along 24th Street going east from 1st Avenue West. This project was originally petitioned by the owners of the Prairie Green Condominiums but the submitted petition did not include property owner signatures of more than 50% of the area within the proposed district which are needed to move forward without a Protest Hearing. Recognizing the need for these street lights, we have included them in this project as Section II. The estimated cost for Section II is \$27,500.

Included in the commissioners' packet of information is a series of resolutions, an engineering report and estimate for this project. These resolutions set a protest hearing date to be held at the April 8th City Commission meeting.

Mr. Hanson said that he recommends approving the resolutions necessary to create Street Light Improvement District 14-3.

MOTION BY BEKKEDAH, SECONDED BY CYMBALUK, to approve Resolutions 14-011 thru 14-017, creating Street Light Improvement District 14-3.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

(2) HDR Landfill Task Order

Director of Engineering, Bob Hanson presented an engineering service agreement that has been offered by HDR Engineering.

HDR Engineering has been working on completing a master plan for the expansion of the city's municipal solid waste landfill. Mr. Hanson anticipates presenting the completed master plan and its recommendations to the commission at the March 11th City Commission meeting.

In the master plan, HDR Engineering is predicting that they could run out of room in their current facility as early as 2016.

One of the short term actions recommend by HDR Engineering is to increase their slopes of the final cover of the landfill from their currently permitted 10:1 slopes to a steeper, but allowed, 4:1 slope. Changing this slope requires a modification to their existing landfill permit by the State Health Department. This permit modification is outside the scope of HDR Engineering's current engineering service agreement.

HDR Engineering has offered to complete the work necessary to obtain the permit modification for a not to exceed amount of \$24,940.

Mr. Hanson recommends that the City Commission accept HDR Engineering's proposal to obtain the permit modification for a not to exceed amount of \$24,940.

MOTION BY CYMBALUK, SECONDED BY BROSTUEN, to accept HDR Engineering's proposal to obtain the permit modification for a not to exceed amount of \$24,940.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- E. Fire Chief
 - F. Chief of Police
 - G. Building Official
 - H. City Planner
- (1) Request for Proposal (RFP) for Parking Garage Study

Rachel Ressler of the Planning and Zoning Department stated she is seeking permission to do a RFP for a parking garage study for downtown. At the last meeting they received direction from the commission and the parking committee to do a parking garage study.

MOTION BY CYMBALUK, SECONDED BY KLUG, to approve the request to do a request for proposals for a parking garage study for downtown.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (2) Request to annex the SE1/4 Section 17, T154N, R101W, less and excepting deeded and platted parts, and Sublot 4 in the SW1/4SE1/4 Section 17, T154N, R101W (approximately 128.59 acres). Applicant and property owner: Granite Peak Development North Dakota, LLC

Principal Planner, Donald Kress presented a request to annex the SE1/4 Section 17, T154N, R101W, less and excepting deeded and platted parts, and Sublot 4 in the SW1/4SE1/4 Section 17, T154N, R101W (approximately 128.59 acres).

The applicant, Granite Peak Development North Dakota, LLC requests the annexation of this undeveloped property to the city of Williston. This property, located north of 11th Street West (known as 51st Avenue NW in the county) and adjacent to the recently annexed Section 16, is entirely under the jurisdiction of

Williams County. It is outside of the city's extra-territorial jurisdiction. This property is also outside of the Tier 1 growth area of the city (the boundary of Tier 1 is the section line between Section 16 and 17). The property is not currently served by public sewer. The applicant has not submitted a conceptual plan for development in this area, though the proposed development has been described as "residential".

The area to be annexed excludes four properties within the SE1/4 of Section 17. The four properties, and the adjoining section of 11th Street W, would remain under the jurisdiction of Williams County, creating an "island" of territory not in the jurisdiction of the city.

Though the adjacent Section 16 was recently annexed to the city, development projects have only been proposed in the SE1/4 of this section (the Hawkeye Village Project) so far.

The Annexation Committee did not recommend annexation of the property consisting of 128.59 acres located in Section 17, T154N, R101W for the following reasons:

- The proposed annexation is outside of the Tier 1 growth area
- Topography challenges the extension of gravity sewer to this area
- Access to this area would be complicated by the fact that 11th Street W would not be entirely in the city
- The un-annexed "island" is not a desirable situation – the city does not want to have interrupted jurisdiction, especially along major streets
- Response time of emergency services and public works would be compromised
- There are already significant areas available for residential development within the city limits

If the City Commission would wish to recommend annexation, there is a 30-day advertising period for annexation that is required by law. The earliest City Commission meeting that the hearing would be scheduled for is April 8, 2014.

The applicant's engineer, Mr. Lutehold gave a brief presentation to the commission.

Mr. Lutehold stated he was hired by Granite Peak to evaluate the annexation and the comments of the Annexation Committee in conjunction with the city's comprehensive plan.

Mr. Lutehold went through each reason contrary to the basis for denying the annexation:

- The city is outgrowing their Tier 1 growth area
- The comprehensive plan talked about expanding and adjusting for the city boundary
- Their plan shows the size of sewer they have and are able to bring sand and gravel all the way through the development

- There are provisions in regard to extending 11th Street to the west
- Municipal emergency services are currently being provided to the area adjacent to the proposed annexed area

Mr. Lutehold explained how the annexation fits with the comprehensive plan. These are some of the criteria off of page 5.1 of the Comprehensive Plan out of the Land Use and Physical Growth Section:

- Will the change be compatible with surrounding, existing and future land uses
- Is the proposed change consistent with the goals and objectives of the land use
- Proposed change must allow for planned infrastructure to be carried out that provides community
- Existing water and sewer

Mr. Lutehold stated that this annexation fits these criteria.

Mayor Koeser told the commission they could deny the annexation request or approve that they move forward with the hearing on this annexation.

Commissioner Cymbaluk stated that they would need garbage trucks, street sweepers, police officers and fire department to service this area and the city cannot afford those costs at this time. They need to focus on providing necessary services for the developments that have already been annexed in.

Commissioner Klug asked how much the city has to develop and how much has the city taken in. By continuing to take in more and more property, is the city short changing itself on getting the projects and areas that have been annexed developed correctly?

Both Commissioners Cymbaluk and Klug stated that they felt the timing of this annexation is wrong.

MOTION BY CYMBALUK, SECONDED BY KLUG, to deny the request to annex of SE1/4 Section 17, T154N, R101W, less and expecting deeded and platted parts, and Sublot 4 in the SW1/4SE1/4 Section 17, T154N, R101W.

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

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- I. Economic Development
- J. Airport
 - (1) Hangar Lease
 - a. Brad Nelson – Silver City Hangar Unit #3

Airport Manager, Steven Kjergaard presented a hangar lease with Brad Nelson in the amount of \$624 per year. This is a lease for one of the gray hangars located on the field. Mr. Kjergaard stated he recommends approval of this lease.

MOTION BY KLUG, SECONDED BY CYMBALUK, to approve the hangar lease with Brad Nelson for Silver Hangar Unit #3 in the amount of \$624 per year.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- (2) Advertising Lease
 - b. The Brooks

Airport Manager, Steven Kjergaard presented an advertisement lease with The Brooks for digital TV advertising in the amount of \$400 per month. Mr. Kjergaard stated he recommends approval of this lease.

MOTION BY CYMBALUK, SECONDED BY BEKKEDAHL, to approve the advertising lease with The Brooks in the amount of \$400 per month.

AYE: Brostuen, Bekkedahl, Klug, Cymbaluk and Koeser

NAY: None

ABSENT AND NOT VOTING: None

CARRIED: 5-0

- K. Assessor
- L. Convention and Visitor's Bureau
- 10. Appointments and Consultations with Officers
- 11. Unfinished Business
 - A. WBI Energy Pipeline

This item was not ready so it was left on the table.

- B. Nemont Easement

This item was left on the table as well.

- 12. New Business
- 13. Executive Session
- 14. Adjourn

MOTION BY BEKKEDAHL, SECONDED BY KLUG, to adjourn.

UNANIMOUS BY VOICE VOTE

E. Ward Koeser, President
Board of City Commissioners

John Kautzman, City Auditor