

**Official Proceedings  
Board of City Commissioners  
March 27, 2018 - 6:00 pm  
City Hall – Williston, North Dakota**

1. Roll Call of Commissioners

**COMMISSIONERS PRESENT:** Tate Cymbaluk, Chris Brostuen, Brad Bekkedahl, Deanette Piesik (Joined late via phone) and Howard Klug.

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** John Kautzman, Bob Hanson, Anthony Dudas, Dave Bell, Jeremy Miller, Rachel Laqua, Mark Schneider, Jason Catrambone, David Tuan, Pete Furuseth, Shawn Wenko, David Peterson, Chery Pierzina, Darcy Anderson and Amy Krueger

Mayor Klug presented a quorum.

**CHANGES TO AGENDA:** Add After Consent Agenda City Administrator Introduction  
Add 7A1  
Add 7A2  
Remove 8B1

**Motion by Cymbaluk, Seconded by Brostuen to approve as presented  
UNANIMOUS BY VOICE VOTE**

2. Consent Agenda

- A. Reading and Approval of Minutes
  - 1) Regular Meeting Dated: March 13, 2018
  - 2) Special Meeting Dated: March 19, 2018
- B. Auditor and Finance
  - 1) Accounts, Claims and Bills
    - a. March 9 - 22, 2018

For checks between: 03/09/18 - 03/22/18

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Check #	Vendor/Employee/Payee Number/Name	Check Amount	Issued
-45675	56070 TATE A. CYMBALUK	0.00	03/16/18
-45674	56814 LYNN BYERS-WALLACE	1405.22	03/16/18
-45673	56297 BRENDA D'ANGELO	1550.28	03/16/18
-45672	12020 RANDY M DONNELLY	1713.86	03/16/18
-45671	12017 JOHN L. KAUTZMAN	3474.28	03/16/18
-45670	56368 ERICA KELASH	1991.59	03/16/18
-45669	56719 KATHY KIMLEY	2174.83	03/16/18
-45668	12026 KAREN P. LARSON	1757.53	03/16/18
-45667	56655 STEPHANIE WELLMAN	1566.50	03/16/18
-45666	56462 BONNIE COLEOTE	127.81	03/16/18

-45665	56717	JASMINE COLLINS	1477.15	03/16/18
-45664	56794	CAITLIN ESTRADA	1437.25	03/16/18
-45663	56792	JUSTIN FREED	1300.96	03/16/18
-45662	56795	SARAH HILTON	1234.38	03/16/18
-45661	56729	GEORGIA HOLLEMBEAK	1323.81	03/16/18
-45660	56846	JULIE KIRKPATRICK	592.47	03/16/18
-45659	56614	ELIZABETH OLSON	1429.43	03/16/18
-45658	56323	LINDSEY REPP	1452.68	03/16/18
-45657	56660	MIKAELA SKALICKY	1478.32	03/16/18
-45656	13025	JOLEEN S. TINKER	1639.95	03/16/18
-45655	56569	CINDY WHITE	1572.45	03/16/18
-45654	56378	LAURA WOLTJER	1513.94	03/16/18
-45653	14021	BRAD D. BEKKEDAHL	196.77	03/16/18
-45652	34103	CHRISTOPHER J. BROSTUEN	811.04	03/16/18
-45651	14025	HOWARD D. KLUG	546.69	03/16/18
-45650	56476	DEANETTE PIESIK	364.38	03/16/18
-45649	56169	KATHERINE E. BERWICK	2287.59	03/16/18
-45648	17016	THOMAS J. GLENN	281.20	03/16/18
-45647	56713	DENISE MELBY	392.29	03/16/18
-45646	56491	KATHLEEN STAHOWIAK	2437.14	03/16/18
-45645	15004	JANET B. ZANDER	2376.79	03/16/18
-45644	56225	SUSAN E. MOELLER	1369.82	03/16/18
-45643	56540	BRAD AUTTELET	2954.38	03/16/18
-45642	56699	JOSHUA BANKS	1514.84	03/16/18
-45641	56458	CLINTON BATES	2584.49	03/16/18
-45640	18021	ROBERT J. BENTH	2461.71	03/16/18
-45639	56781	MARC BRADE	3224.49	03/16/18
-45638	56749	JAKE BYMAN	2661.18	03/16/18
-45637	56419	JASON CATRAMBONE	3422.76	03/16/18
-45636	56641	JUSTIN CHAMPION	3468.47	03/16/18
-45635	56746	KHRISTOPHER CHAMPION	1699.21	03/16/18
-45634	56584	MATTHEW CLARK	2320.38	03/16/18
-45633	56743	STEPHEN CLARK	1081.68	03/16/18
-45632	56741	PRISCILLA CRAIN	1664.54	03/16/18
-45631	56383	MATTHEW DANIELSON	443.50	03/16/18
-45630	56754	CHRIS DICK	1614.05	03/16/18
-45629	56650	THOMAS DICKEY	719.10	03/16/18
-45628	56661	VICTORIA DOUGLAS	2298.04	03/16/18
-45627	56844	RILEY ECKART	1364.52	03/16/18
-45626	56783	MICHAEL FRONIMOS	3293.30	03/16/18
-45625	56500	CHRISTOPHER GILLIES	2491.55	03/16/18
-45624	56459	MATTHEW GOODE	3129.82	03/16/18
-45623	56817	CALVIN HENSON	2643.59	03/16/18
-45622	56634	JAMES HERRMANN	648.37	03/16/18
-45621	56630	JOHN HOSKINS	1567.68	03/16/18
-45620	56567	EMILY HUGHES	2576.71	03/16/18
-45619	56507	GREGORY HUGHES	2408.90	03/16/18
-45618	56499	ANDREW ISAACS	2412.71	03/16/18
-45617	56758	CHRISTOPHER JAMES	2549.56	03/16/18

-45616	56636	COREY JOHNSON	2630.58	03/16/18
-45615	56768	SHAWN JOHNSON	1374.90	03/16/18
-45614	56753	MAKAILYN KELLY	3538.23	03/16/18
-45613	18096	TRACY C. KERZMANN	1619.68	03/16/18
-45612	56612	ROBERT KISER	2195.53	03/16/18
-45611	56587	JEREMY KNAPKEWICZ	1651.54	03/16/18
-45610	56715	WYATT KOENIG	2150.09	03/16/18
-45609	56804	DYLAN LAMONTIA	3032.69	03/16/18
-45608	56498	JASON LEWIS	1346.78	03/16/18
-45607	56658	CHRISTOPHER MAHONEY	1776.69	03/16/18
-45606	56731	MICHAEL MESCO	2096.02	03/16/18
-45605	56642	RYAN ALAN MILLER	1606.51	03/16/18
-45604	56527	CRAIG MOEN	1807.82	03/16/18
-45603	56647	PAUL MONZON	728.58	03/16/18
-45602	18099	ERICA J. MYERS	2157.54	03/16/18
-45601	56742	BRODERICK NELSON	2516.52	03/16/18
-45600	56744	CHRISTIAN OLSON	1618.55	03/16/18
-45599	56718	JESSICA PATTERSON	1933.28	03/16/18
-45598	56829	MARCUS PEARSON	3380.07	03/16/18
-45597	56740	FLETCHER SCAIFE	1332.56	03/16/18
-45596	56805	IAN SCHULTE	2810.76	03/16/18
-45595	56645	JILL SELLERS	2401.05	03/16/18
-45594	56504	PATRICK SELLERS	1645.33	03/16/18
-45593	56739	TRAVIS SHAY	1436.90	03/16/18
-45592	56759	SARA STAFFORD	1811.55	03/16/18
-45591	56752	IAN STEWART	2045.30	03/16/18
-45590	56698	BRITTANY STORM-ANDERSON	1796.11	03/16/18
-45589	56649	EARNEST THEETGE	2352.99	03/16/18
-45588	56733	ANTHONY VERESPE	3439.17	03/16/18
-45587	56803	JAMES WESTON	1796.82	03/16/18
-45586	56843	ERIN WETZEL	364.77	03/16/18
-45585	56723	JOHN DANIEL WILSON	827.02	03/16/18
-45584	56174	SAM M. AIDE	1910.00	03/16/18
-45583	56810	GINGER ALBY	1648.89	03/16/18
-45582	19099	STEVEN D. ARMSTRONG	2742.61	03/16/18
-45581	56273	JASON BARTEN	2000.75	03/16/18
-45580	56246	HUGH E BENZEN	2195.77	03/16/18
-45579	19092	DUSTIN J. BERTSCH	2539.14	03/16/18
-45578	56828	MARTIN BURCH	1842.09	03/16/18
-45577	56146	ASHLEY R. CELANDER	1738.52	03/16/18
-45576	56121	DUSTIN R. CELANDER	1736.12	03/16/18
-45575	13026	KEVIN W. CRAFT	1297.89	03/16/18
-45574	56732	JESSE CRUISE	1487.59	03/16/18
-45573	56721	BRYCE DAHL	1855.97	03/16/18
-45572	56278	DANIEL DERY	2332.41	03/16/18
-45571	56173	RODNEY H. DICKERSON	2528.51	03/16/18
-45570	56485	JAMES DIXON	1802.07	03/16/18
-45569	56724	ALEXIUS ENGET	1778.54	03/16/18
-45568	56631	BRETT FLESNESS	1856.85	03/16/18

-45567	56255	CHELSEA S FOSSEN	1421.35	03/16/18
-45566	19009	LINDA R. GRANBOIS	1503.61	03/16/18
-45565	56147	JACOB J. GREGORY	1847.63	03/16/18
-45564	19095	WALTER H. HALL	2386.67	03/16/18
-45563	19082	RANDY M. HAUGENOE	2424.74	03/16/18
-45562	56206	DANIELLE HENDRICKS	2004.05	03/16/18
-45561	56243	JACOB R. HENDRICKS	2035.73	03/16/18
-45560	56711	SHAWN HOLM	1703.38	03/16/18
-45559	56353	JONATHAN HOLTER	2130.14	03/16/18
-45558	56102	MICHAEL A. ISENHOWER JR	2089.77	03/16/18
-45557	56787	BEAU JACOBSON	1696.51	03/16/18
-45556	56831	EVAN JOHNSON	1747.92	03/16/18
-45555	56556	AMBER KOEHN	1891.75	03/16/18
-45554	56555	JACOB KOEHN	1928.55	03/16/18
-45553	56651	CINDY KOPAC	1234.29	03/16/18
-45552	56387	AARON KURTENBACH	1806.26	03/16/18
-45551	56827	JEREMIAH LACHNER	1880.91	03/16/18
-45550	56765	MICHAEL LICCIARDI	1732.99	03/16/18
-45549	56483	JOSHUA MAHLUM	1673.33	03/16/18
-45548	56834	ANTHONY MANN	1691.75	03/16/18
-45547	56082	TRAVIS J. MARTINSON	2383.50	03/16/18
-45546	56767	CODY MILLER	1691.43	03/16/18
-45545	56492	HEATHER MONTGOMERY	2323.47	03/16/18
-45544	56449	NICHOLAS NELSON	1869.19	03/16/18
-45543	56841	JOHN NEWBURG	1406.18	03/16/18
-45542	56061	AMY D. NICKOLOFF	3219.01	03/16/18
-45541	56766	JEFFREY OLSON	1843.71	03/16/18
-45540	56503	JOHN PAGANO	1777.03	03/16/18
-45539	56617	AMBER PELZL	1153.48	03/16/18
-45538	56385	JUSTIN PELZL	1489.68	03/16/18
-45537	19098	DAVID A. PETERSON	3330.01	03/16/18
-45536	56397	MEGAN PETERSON	1577.43	03/16/18
-45535	56418	TRAVIS PETERSON	2442.89	03/16/18
-45534	56403	KRISTIINA RAVASKA	2214.49	03/16/18
-45533	56148	JONATHAN D. ROGGENKAMP	2022.22	03/16/18
-45532	56627	MELANIE RUSSELL	2206.96	03/16/18
-45531	56632	NICHOLAS SATERMO	2196.19	03/16/18
-45530	13027	CRYSTAL A. SCHAUBEL	1384.63	03/16/18
-45529	56807	ZACHARY SCHWARTZ	1960.55	03/16/18
-45528	56806	THEODORE VANGRINSVEN	1657.14	03/16/18
-45527	56800	ROBERT VANWINKLE	1719.94	03/16/18
-45526	56571	CRAIG WARE	2092.15	03/16/18
-45525	56832	JESSE WEICHT	1964.51	03/16/18
-45524	56816	JENNIFER WILLARD	50.00	03/16/18
-45523	56633	BENJAMIN WILLIAMS	59.54	03/16/18
-45522	19077	MICHAEL S. WILSON	2532.13	03/16/18
-45521	20047	KELLY ABERLE	1928.41	03/16/18
-45520	56296	JOE DOSS	2077.28	03/16/18
-45519	56762	LESLIE HAMRICK	986.94	03/16/18

-45518	56490	RICHARD KIMBALL II	1949.95	03/16/18
-45517	56825	DOMINIC MONSON	1157.58	03/16/18
-45516	56441	DAVID SASSER	1980.12	03/16/18
-45515	56839	MARK SCHNEIDER	3140.33	03/16/18
-45514	56252	DIANE THOMPSON	1273.11	03/16/18
-45513	56793	LORI THRONDSSEN	999.44	03/16/18
-45512	56360	NYDEL TOMPKINS	1309.04	03/16/18
-45511	56791	WILLIAM TOWNSLEY	1636.43	03/16/18
-45510	56826	MATTHEW ELBERT	1731.76	03/16/18
-45509	21041	ROBERT E HANSON	3130.03	03/16/18
-45508	56517	THOMAS HARTLEY	2568.17	03/16/18
-45507	21054	WAYNE A WIEDRICH	2955.74	03/16/18
-45506	56421	JAREK WIGNESS	2024.94	03/16/18
-45505	56712	BRANDON BRUNDAGE	2068.36	03/16/18
-45504	22021	LES CHRISTENSEN	3232.21	03/16/18
-45503	56837	AUBREY FOSBURGH	2741.31	03/16/18
-45502	56474	JASON ANDREASON	4105.34	03/16/18
-45501	56558	KYLE BREDWICK	1844.26	03/16/18
-45500	56543	DAVID CURTISS	1547.22	03/16/18
-45499	23136	JAMES B. ENGEN	2893.16	03/16/18
-45498	56653	DOMINICK IOVINO	2599.81	03/16/18
-45497	56528	JONNY IOVINO	3258.31	03/16/18
-45496	23039	BRUCE A. JOHNSON	2210.83	03/16/18
-45495	56559	RANDALL JOHNSON	1493.00	03/16/18
-45494	56601	RICHARD MALONEY	1326.08	03/16/18
-45493	56577	MARC MOHR	2371.57	03/16/18
-45492	56448	EMIL NEHRING	2464.27	03/16/18
-45491	56303	TROY OSTER	1780.88	03/16/18
-45490	56756	CLYDE RANSONET	1429.72	03/16/18
-45489	56482	GARY SKABO JR	942.31	03/16/18
-45488	56526	GARY SKABO SR	1220.89	03/16/18
-45487	56167	MATTHEW TUTAS	1568.85	03/16/18
-45486	56652	IAN WEIGEL	2303.43	03/16/18
-45485	56451	DAVID WITTMAN	1625.68	03/16/18
-45484	56370	JEFFREY BRYSON	2234.86	03/16/18
-45483	24019	ROBERT D. COUGHLIN	1305.45	03/16/18
-45482	56381	MORKATAA DHINAA	1721.57	03/16/18
-45481	56575	FRANCIS GOODSKY	1393.50	03/16/18
-45480	56682	LACEY JOHNSTON	1562.42	03/16/18
-45479	56189	AMANDA M. KAISER - LEE	1443.69	03/16/18
-45478	56356	MITCHELL KERSTING	2461.11	03/16/18
-45477	56833	EVAN LEWIS	1373.90	03/16/18
-45476	56629	ALDON OLSON	1302.86	03/16/18
-45475	56415	WILLIAM SCHWENDEMAN	1419.74	03/16/18
-45474	56284	SABRINA SIMS	1756.30	03/16/18
-45473	56550	JAMIE SITZMAN	1201.81	03/16/18
-45472	56836	ROBERT SKURDAL	1231.85	03/16/18
-45471	56472	CURTIS CLARYS	2909.16	03/16/18
-45470	25111	JASON W. HOULE	1656.74	03/16/18

-45469	56648	BRANDON SANDBERG	1575.83	03/16/18
-45468	56389	THOMAS ATOR	1730.98	03/16/18
-45467	56735	DAMARA GREGORY	1145.35	03/16/18
-45466	56596	KATRINA HENRY	1356.92	03/16/18
-45465	56835	CHRISTOPHER ADAM	1685.78	03/16/18
-45464	56809	KOLTEN BRUNELLE	1202.61	03/16/18
-45463	56433	RENA COLLIE	1365.75	03/16/18
-45462	56797	JASON COTTAM	1777.76	03/16/18
-45461	56513	ARTHUR CRUMB	2578.16	03/16/18
-45460	54065	PATRICIA K. FIORENZA	2602.63	03/16/18
-45459	27076	DANNY R. GERGEN	1854.53	03/16/18
-45458	56091	JAMES A HAGA JR	2129.35	03/16/18
-45457	56128	VERNON L. HENDRICKSON	1735.60	03/16/18
-45456	56687	LONNY HIATT	1294.10	03/16/18
-45455	56535	JEFFREY LADUCER	1360.74	03/16/18
-45454	27096	RUSSELL E. MOMBERG	2007.32	03/16/18
-45453	27091	JOSEPH G. MONSON	1249.21	03/16/18
-45452	56622	REX OLSON	1535.90	03/16/18
-45451	56785	GARY ROBB	1294.15	03/16/18
-45450	56757	TYRELL SMITH	1271.72	03/16/18
-45449	56565	DAVID SMITHBERG	1369.26	03/16/18
-45448	56815	BRYCE STORY	1038.84	03/16/18
-45447	56084	KENNETH R. BOYKIN	2635.69	03/16/18
-45446	56514	NICO BUECHNER	2095.13	03/16/18
-45445	56811	ZACHARY COTHERN	1263.48	03/16/18
-45444	56114	ANTHONY D. DUDAS	3130.42	03/16/18
-45443	56671	ROBERT S HANSON	1734.49	03/16/18
-45442	56598	TERRY HARP	1827.76	03/16/18
-45441	12029	LORI A. LARSEN	1798.47	03/16/18
-45440	56611	CORDELL LINDVIG	2015.64	03/16/18
-45439	56708	JOSHUA LOEWENBERG	2544.81	03/16/18
-45438	56705	BRENT MILLER	1242.35	03/16/18
-45437	56725	DEVIN REIFSTECK	2129.40	03/16/18
-45436	56798	KASEY WYMAN-YOUNG	1653.43	03/16/18
-45435	56508	JAMES HAGA SR	1383.65	03/16/18
-45434	23126	BRENT E. HANSON	2683.96	03/16/18
-45433	56532	BEAU BERGERON	2027.78	03/16/18
-45432	56488	MARK BRUINEKOOL	1860.55	03/16/18
-45431	56367	TONY SCOTT	1308.62	03/16/18
-45430	56340	MICHAEL SIMPSON	2116.52	03/16/18
-45429	56200	GINA MOTTL	2628.97	03/16/18
-45428	56693	KELSY NEHRING	1651.21	03/16/18
-45427	56585	SCOTT VASSEN	2604.08	03/16/18
-45426	56352	BRIAN YOUNG	1985.26	03/16/18
-45425	56347	CHRISTINE EDWARDS	1452.28	03/16/18
-45424	34017	KENT A. JARCIK	3179.90	03/16/18
-45423	56239	RACHEL K. LAQUA	2273.86	03/16/18
-45422	56782	JEREMY MILLER	1364.64	03/16/18
-45421	35025	JOSILYN F BEAN	1880.77	03/16/18

-45420	27058	DAVID LEE BELL	3048.21	03/16/18
-45419	25110	KENNETH W. BERGSTROM	2720.78	03/16/18
-45418	56808	STEVEN BROE	971.01	03/16/18
-45417	56516	BARBARA ELLICO	1345.34	03/16/18
-45416	56375	KRISTIN PASEKA	1678.41	03/16/18
-45415	56710	ALYSSA WIEDRICH	1412.58	03/16/18
-45414	36006	NEIL W. BAKKEN	1993.90	03/16/18
-45413	56613	SKYLER HENRIE	2451.90	03/16/18
-45412	56366	KENT SKABO	2586.73	03/16/18
-45411	56628	GREG OSTER	2354.99	03/16/18
-45410	56180	DIANE C. HAGEN	662.65	03/16/18
-45409	56821	TRACI BYRNE	1014.42	03/16/18
-45408	56777	KELLY CRUSCH	648.99	03/16/18
-45407	56830	ARIEL FLECK	600.27	03/16/18
-45406	48102	KAYLA J. HELL	910.64	03/16/18
-45405	56818	MICHAEL HELL	323.22	03/16/18
-45404	56784	MONTANA ICENOGLIE	65.02	03/16/18
-45403	56823	MORGAN KEYSER	1065.02	03/16/18
-45402	56819	ELIZABETH LISENBEE	369.91	03/16/18
-45401	56638	WANDA OLAF	1154.93	03/16/18
-45400	56111	ANDREA L. PLACHER	1557.50	03/16/18
-45399	56683	ANN REINKE	106.67	03/16/18
-45398	56802	NATASHA TORRES	577.19	03/16/18
-45397	56411	LISA WEBB	1101.68	03/16/18
-45396	56298	SAWYER ZENT	321.06	03/16/18
-45395	52011	ANN M. KVANDE	1572.35	03/16/18
-45394	56041	BARBARA J. PETERSON	1540.90	03/16/18
-45393	56578	BRENDA SCHMIDT	1454.94	03/16/18
-45392	52020	SHAWN WENKO	2904.19	03/16/18
-45391	56538	KATHY HAVSKJOLD	58.18	03/16/18
-45390	56222	VIVIAN KALMIK	237.45	03/16/18
-45389	53002	AMY A. KRUEGER	2338.59	03/16/18
-45388	56838	ASHLEY OYLOE	256.27	03/16/18
-45387	56271	SABRINA A RAMEY	1445.77	03/16/18
-45386	56310	JENNIFER STRIETZEL	1326.98	03/16/18
-45385	56840	HEATHER VOLL	995.80	03/16/18
-45384	56646	THOMAS FRET LAND	1662.50	03/16/18
-45383	56799	JULIE HATTER	1321.18	03/16/18
-45382	56479	TRISTA HENRIE	1863.60	03/16/18
-45381	56213	ROBERT JASON HILLARD	2113.00	03/16/18
-45380	56728	TERRI JOHNSON	1200.19	03/16/18
-45379	56824	JAMES POIRRIER	1208.38	03/16/18
-45378	56801	AUSTIN TROTTIER	1302.92	03/16/18
-45377	56604	BRET WILLIAMS	3103.78	03/16/18
-45376	56435	KEVIN POWERS	2093.06	03/16/18
-45375	56512	PEGGY MASTERS	1662.26	03/16/18
-45374	56764	CHERYL PIERZINA	2683.66	03/16/18
-45373	56293	DAVID TUAN	3520.15	03/16/18
-45372		IAFF LOCAL 3743 IAFF LOCAL 3743	650.00	03/16/18

-45371	56458 CLINTON BATES	433.44	03/16/18
-45370	56500 CHRISTOPHER GILLIES	421.52	03/16/18
-45369	DEFER COMP ROTH NATIONWIDE RETIREMENT SO	0.00	03/16/18
-45368	ND CHILD SUPPOR ND CHILD SUPPORT ENFORCE	2181.60	03/16/18
-45367	UNIFORMS CITY OF WILLISTON	1440.32	03/16/18
-45366	56459 MATTHEW GOODE	0.00	03/16/18
-45365	DEFER COMP ROTH NATIONWIDE RETIREMENT SO	17710.97	03/16/18
-45364	FIT U.S. TREASURY	209991.03	03/16/18
-45363	FIT U.S. TREASURY	1809.55	03/16/18
93426	1716 WILLIAMS SCOTSMAN, INC.	586.25	03/12/18
93427	3119 AMB	5439.14	03/12/18
93428	483 VECTOR CONTROL DIST #1	60968.65	03/12/18
93429	673 CLERK OF DISTRICT COURT	750.00	03/13/18
93430	673 CLERK OF DISTRICT COURT	1500.00	03/13/18
93431	673 CLERK OF DISTRICT COURT	750.00	03/13/18
93432	673 CLERK OF DISTRICT COURT	500.00	03/13/18
93433	999999 JESSICA LOPEZ	180.00	03/13/18
93434	999999 WALMART	13.00	03/13/18
93435	999999 KYLE HARRIS	256.16	03/13/18
93436	999999 ISRAEL FERNANDEZ-PASILLAS	750.00	03/13/18
93437	999999 BRETT SCHMIDT	250.00	03/13/18
93438	3358 BCN Telecom, Inc	438.22	03/13/18
93439	290 ND DEPT OF TRANSPORTATION	1904.72	03/14/18
93440	177 INTERNATIONAL CODE COUNCIL	190.00	03/14/18
93441	1054 C & D WATER SERVICES	7.50	03/14/18
93442	3084 ValuSource	1790.00	03/14/18
93443	3083 Business Valuation Services	1223.00	03/14/18
93444	132 FIRST NATIONAL BANK	1878.73	03/14/18
93445	999998 AMY A. KRUEGER	187.50	03/15/18
93446	999998 ASHLEY OYLOE	187.50	03/15/18
93447	999998 HEATHER VOLL	187.50	03/15/18
93448	56406 RICHARD RADEMACHER	2164.27	03/16/18
93449	22014 GARY L. GLOVATSKY	2341.02	03/16/18
93450	56686 TIMOTHY SNEATH	1585.45	03/16/18
93451	25106 RICHARD S. ODEGARD	1852.64	03/16/18
93452	56582 JOSHUA DAGENAIS	1481.17	03/16/18
93453	32006 WILLIAM M. MCQUISTON	1661.56	03/16/18
93454	56634 JAMES HERRMANN	4568.33	03/16/18
93455	56713 DENISE MELBY	3361.02	03/16/18
93456	56482 GARY SKABO JR	5934.85	03/16/18
93457	487 VISA	628.94	03/15/18
93458	487 VISA	2255.30	03/15/18
93459	487 VISA	264.81	03/15/18
93460	3411 CHI St. Alexius - Bismarck	18.00	03/15/18
93461	3386 BK Technologies	640.50	03/15/18
93462	487 VISA	129.66	03/15/18
93463	487 VISA	2234.39	03/15/18
93464	487 VISA	700.00	03/15/18
93465	999998 MARCUS PEARSON	1000.00	03/15/18



93466	623 WEX BANK	9314.16	03/15/18
93467	275 NAPA AUTO PARTS	1071.27	03/15/18
93468	3457 BLACK GOLD CLEANING LLC	3843.33	03/15/18
93469	999998 NICO BUECHNER	275.00	03/15/18
93470	CHILD SUPPORT P PA SCDU	505.00	03/16/18
93471	CHILD SUPR ALAB ALABAMA CHILD SUPPORT PA	150.00	03/16/18
93472	CHILD SUPRT CT CONNECTICUT - CCSPC	297.65	03/16/18
93473	MEDICAL SPENDIN DISCOVERY BENEFITS	2843.07	03/16/18
93474	MI CHILD SUPPOR MICHIGAN STATE DISBURSEM	104.75	03/16/18
93475	MISSOURI CHILD FAMILY SUPPORT PAYMENT C	377.25	03/16/18
93476	MN CHILD SUPPOR MINNESOTA CHILD SUPPORT	386.40	03/16/18
93477	ND PEA NDPEA	44.93	03/16/18
93478	RODENBURG LAW RODENBURG LAW FIRM	200.00	03/16/18
93479	UT CHILD SUPPOR CHILD SUPPORT SERVICES (	141.00	03/16/18
93480	56462 BONNIE COLEOTE	3960.44	03/16/18
93481	999999 BRENDAN VETTER	800.00	03/19/18
93482	999999 ARIEL MARKS	20.00	03/19/18
93483	999999 GERALD COLLINS	750.00	03/19/18
93484	356 PITNEY BOWES, INC.	964.23	03/19/18
93485	320 NEMONT	1791.45	03/19/18
93486	364 PURCHASE POWER	942.63	03/19/18
93487	243 MONTANA DAKOTA UTILITIES	6408.79	03/19/18
93488	526 ACE HARDWARE & FLOORING	28.97	03/19/18
93489	DEPENDANT CARE DISCOVERY BENEFITS	416.66	03/19/18
93490	673 CLERK OF DISTRICT COURT	750.00	03/20/18
93491	673 CLERK OF DISTRICT COURT	750.00	03/20/18
93492	243 MONTANA DAKOTA UTILITIES	2337.06	03/20/18
93493	3044 Christ Scheen	1620.00	03/20/18
93494	320 NEMONT	417.33	03/20/18
93495	521 WILLISTON PARK DISTRICT	686340.13	03/21/18
93496	19 AMERICAN STATE BANK	732292.16	03/21/18
93497	999999 AMY WHITECRANE	750.00	03/21/18
93498	35 BANK OF NORTH DAKOTA	69310.13	03/21/18
93499	3408 49th Latitude Land Survey	2487.50	03/22/18
93500	1868 4IMPRINT	3385.59	03/22/18
93501	1853 A & A LANDSCAPE AND MAINTENANCE L	6668.36	03/22/18
93502	526 ACE HARDWARE & FLOORING	440.37	03/22/18
93503	1575 ADVANCED BUSINESS METHODS	285.50	03/22/18
93504	4 AGRI INDUSTRIES, INC.	192.00	03/22/18
93505	999998 AMBER KOEHN	105.00	03/22/18
93506	18 AMERICAN PUBLIC WORKS ASSOCIATION	660.00	03/22/18
93507	3004 AMERICAN WELDING & GAS	4919.69	03/22/18
93508	718 AMERIPRIDE LINEN AND APPAREL SERV	1079.35	03/22/18
93509	999998 AMY A. KRUEGER	105.00	03/22/18
93510	2848 AT&T MOBILITY	80.22	03/22/18
93511	34 BALCO UNIFORM CO., INC.	932.79	03/22/18
93512	38 BASIN PRINTERS, INC.	302.50	03/22/18
93513	52 BORDER STATES ELECTRIC	202.56	03/22/18
93514	1054 C & D WATER SERVICES	37.50	03/22/18

93515	2893 Cardon Advisors Group, LLC	38888.88	03/22/18
93516	3141 Carrot-Top Industries, Inc	328.76	03/22/18
93517	1755 CDW GOVERNMENT	6363.20	03/22/18
93518	2749 CG WILLISTON, LLC	256691.60	03/22/18
93519	1261 CHAMBER OF COMMERCE	1000.00	03/22/18
93520	1332 CHARLES WILDER	1300.00	03/22/18
93521	2112 CHI ST ALEXIUS OCCUPATIONAL CLINI	50.00	03/22/18
93522	3411 CHI St. Alexius - Bismarck	9.00	03/22/18
93523	79 CITY OF WILLISTON	1961.08	03/22/18
93524	1519 CORPORATE TRANSLATION SERVICES, I	20.89	03/22/18
93525	92 DACOTAH PAPER CO.	882.48	03/22/18
93526	3465 Dakota Business Solutions, Inc.	199.00	03/22/18
93527	548 DAKOTA DIESEL	437.92	03/22/18
93528	93 DAKOTA SUPPLY GROUP	9246.10	03/22/18
93529	1705 DEGENSTEIN'S AUTO PLUS	625.00	03/22/18
93530	3464 Denise Ouren	900.00	03/22/18
93531	3443 DUNN COUNTY	700.00	03/22/18
93532	2857 DXP ENTERPRISES, INC.	5120.89	03/22/18
93533	2353 EAPC	6.23	03/22/18
93534	2524 ELITE HEALTH & FITNESS	75.00	03/22/18
93535	3456 ELK RIVER PIPELINE SERVICES, LLC	1215.00	03/22/18
93536	126 EMYR'S LOCKSMITHING	18.75	03/22/18
93537	2137 ENVIRONMENTAL RESOURCE ASSOCIATES	1196.91	03/22/18
93538	129 FARGO GLASS & PAINT CO.	853.33	03/22/18
93539	668 FASTENAL COMPANY	34.78	03/22/18
93540	569 FEDEX	95.71	03/22/18
93541	921 FISHER SCIENTIFIC	825.95	03/22/18
93542	134 FORT UNION SUPPLY & TRADE	66.95	03/22/18
93543	999998 FRANCIS GOODSKY	17.50	03/22/18
93544	999998 FRANCIS GOODSKY	10.00	03/22/18
93545	3344 GOLD COAST ARMORY	1809.27	03/22/18
93546	144 GRAYMONT WESTERN CANADA	29333.41	03/22/18
93547	539 HACH	1736.87	03/22/18
93548	624 HAMERS AUTOMOTIVE	2160.68	03/22/18
93549	151 HAWKINS, INC.	44832.21	03/22/18
93550	999998 HEATHER VOLL	105.00	03/22/18
93551	848 HEIL ENVIRONMENTAL	317.20	03/22/18
93552	161 HOME OF ECONOMY	188.86	03/22/18
93553	162 HORIZON RESOURCES	54108.36	03/22/18
93554	163 HOSE AND RUBBER SUPPLY	2349.65	03/22/18
93555	3254 Hotsy Cleaning Systems	476.00	03/22/18
93556	165 HOWARD SUPPLY COMPANY, LLC	95.44	03/22/18
93557	900 HR COLLABORATIVE	200.00	03/22/18
93558	2554 IDEXX DISTRIBUTION, INC	1134.78	03/22/18
93559	177 INTERNATIONAL CODE COUNCIL	20.50	03/22/18
93560	2322 INTERSTATE BILLING SERVICE, INC	4912.67	03/22/18
93561	999998 JACOB J. GREGORY	232.04	03/22/18
93562	999998 JASON W. HOULE	49.02	03/22/18
93563	1609 JMAC RESOURCES	26205.00	03/22/18

93564	190	JOB SERVICE NORTH DAKOTA	278.71	03/22/18
93565	191	JOE'S DIGGING SERVICE INC	19837.50	03/22/18
93566	999998	JOLEEN S. TINKER	52.50	03/22/18
93567	999998	JONATHAN D. ROGGENKAMP	175.00	03/22/18
93568	999998	JONATHAN HOLTER	25.00	03/22/18
93569	999998	JUSTIN PELZL	87.50	03/22/18
93570	2881	KODET ARCHITECTURAL GROUP, INC.	181275.00	03/22/18
93571	210	KOHLER COMMUNICATIONS	244.00	03/22/18
93572	1421	LASER DESIGNS ND	104.00	03/22/18
93573	999998	MARK BRUINEKOOL	10.00	03/22/18
93574	585	MCCODY CONCRETE PRODUCTS, INC	3637.50	03/22/18
93575	245	MEDQUEST INC	1032.54	03/22/18
93576	999998	MEGAN PETERSON	17.50	03/22/18
93577	3463	Melissa Edenloff	750.00	03/22/18
93578	2685	MENARDS	276.22	03/22/18
93579	247	MERCY MEDICAL CENTER	25.00	03/22/18
93580	252	MIDCONTINENT COMMUNICATIONS	84.34	03/22/18
93581	823	MINUTE LUBE	49.95	03/22/18
93582	261	MON-DAK HTG & PLG, INC.	460.00	03/22/18
93583	243	MONTANA DAKOTA UTILITIES	53395.70	03/22/18
93584	271	MVTL/MINNESOTA VALLEY	88.00	03/22/18
93585	275	NAPA AUTO PARTS	2722.43	03/22/18
93586	289	ND DEPT OF HEALTH	16.48	03/22/18
93587	290	ND DEPT OF TRANSPORTATION	17748.24	03/22/18
93588	3150	ND GUARANTY & TITLE CO.	218.00	03/22/18
93589	303	ND POST BOARD	135.00	03/22/18
93590	314	ND WORKFORCE SAFETY & INS	218.89	03/22/18
93591	320	NEMONT	2191.63	03/22/18
93592	1494	NORTH DAKOTA INSURANCE DEPARTMENT	7251.20	03/22/18
93593	333	NORTHWEST SUPPLY & R&R TROPHIES I	148.95	03/22/18
93594	999999	OIL STATES ENERGY SERVICES LLC	54.80	03/22/18
93595	2853	OK TIRE STORE	79.95	03/22/18
93596	343	OLYMPIC SALES, INC.	1803.55	03/22/18
93597	2034	OWL	512.50	03/22/18
93598	3462	Party Crashers, LLC	14000.00	03/22/18
93599	356	PITNEY BOWES, INC.	113.04	03/22/18
93600	2162	PRAXAIR DISTRIBUTION INC.	941.31	03/22/18
93601	641	PREBLE MEDICAL SERVICES, INC	435.00	03/22/18
93602	362	PRO SAFE SERVICES, INC	75.00	03/22/18
93603	3390	QUALITY INN	167.40	03/22/18
93604	367	QUILL CORPORATION	818.32	03/22/18
93605	999998	RANDY M. HAUGENOE	17.50	03/22/18
93606	2688	RECORD KEEPERS LLC	32.00	03/22/18
93607	2922	RED ROCK FORD	449.46	03/22/18
93608	390	RICHARD A. JOHNSON	3559.21	03/22/18
93609	999998	RICHARD KIMBALL II	125.00	03/22/18
93610	1650	ROTATIONAL MOLDING INC	1470.00	03/22/18
93611	402	ROUGH RIDER INDUSTRIES	286.80	03/22/18
93612	1274	SAFEGUARD BUSINESS SYSTEMS	1164.01	03/22/18

93613	2292 SIMPLEX	384.00	03/22/18
93614	3460 SNAP ON TOOLS	780.56	03/22/18
93615	817 STEIN'S, INC	334.76	03/22/18
93616	3453 STITCHED & FIXED BY RHODA	56.00	03/22/18
93617	3458 Total Fire Protection	1770.71	03/22/18
93618	3072 TRACTOR & EQUIPMENT CO.	17042.77	03/22/18
93619	463 TRIANGLE ELECTRIC	2784.92	03/22/18
93620	1610 ULTEIG	116033.81	03/22/18
93621	477 UPPER MISSOURI DISTRICT HEALTH UN	1668.28	03/22/18
93622	750 UPS	119.79	03/22/18
93623	3459 US Patriot Tactical	3168.74	03/22/18
93624	488 VISA	1051.59	03/22/18
93625	489 VISA	2033.30	03/22/18
93626	3461 WEST DAKOTA UTILITY SERVICES	44.66	03/22/18
93627	501 WESTERN VET CLINIC	156.16	03/22/18
93628	531 WILLIAMS COUNTY AUDITOR	8026.88	03/22/18
93629	648 WILLIAMS COUNTY SHERIFF'S OFFICE	17775.00	03/22/18
93630	1878 WILLISTON CONVENTION & VISITOR BU	42.66	03/22/18
93631	518 WILLISTON HERALD	934.56	03/22/18

Total Claims: \$2,622,748.69

Total Payroll: \$812,824.71

Grand Total: \$3,435,573.40

# of Checks: 519

- 2) Business License
- C. Development Services
  - 1) Contractor License Renewals
  - 2) Request for Public Hearing at the April 10, 2018 City Commission Meeting to Hear Proposed Ordinance 1036, Airport Zoning District
  - 3) Request for Public Hearing at the April 10, 2018 City Commission Meeting to Consider an Amendment to the Harvest Hills Master Plan Regarding City/Public Open Space #3, Block 7, City/Public Open Space #5, Block 11, City/Public Open Space #6, Block 13, City/Public Open Space #7, Block 14, City/Public Open Space #11, Block 19, Lot 1R and Lot 2R, Block 19, City/Public Open Space #1, Block 6, City/Public Open Space #2, Block 6, City/Public Open Space #4, Block 8, City/Public Open Space #8, Block 15, and City/Public Open Space #9, Block 16, and Lot 1R and Lot 2R, Block 19 of the Harvest Hills Subdivision
  - 4) Request for Public Hearing at the April 10, 2018 City Commission Meeting to Consider an Underlying Zone Change of City/Public Open Space #3, Block 7, City/Public Open Space #5, Block 11, City/Public Open Space #6, Block 13, City/Public Open Space #7, Block 14, City/Public Open Space #11, Block 19, Lot 1R and Lot 2R, Block 19 of the Harvest Hills Subdivision from P: Park and Open Space to R-3: Low-rise Multifamily and Townhouse and City/Public Open Space #1, Block 6, City/Public Open Space #2, Block 6, City/Public Open Space #4, Block 8, City/Public Open Space #8, Block 15, and City/Public Open Space #9,

- Block 16 of the Harvest Hills Subdivision from P: Park and Open Space to R-4: High-rise Multifamily Residential
- 5) Request for Public Hearing At the April 10, 2018 City Commission Meeting to Consider a Planned Unit Development (PUD) Zone Change, Changing the PUD Overlay Requirements for City/Public Open Space #3, Block 7, City/Public Open Space #5, Block 11, City/Public Open Space #6, Block 13, City/Public Open Space #7, Block 14, City/Public Open Space #11, Block 19, Lot 1R and Lot 2R, Block 19, City/Public Open Space #1, Block 6, City/Public Open Space #2, Block 6, City/Public Open Space #4, Block 8, City/Public Open Space #8, Block 15, and City/Public Open Space #9, Block 16, and Lot 1R and Lot 2R, Block 19 of the Harvest Hills Subdivision
- D. Engineering  
E. Authorization to Bid

**Motion by Cymbaluk, Seconded by Bekkedahl to approve the Consent Agenda for March 27, 2018 to the Board of City Commissioners as presented  
UNANIMOUS BY VOICE VOTE**

City Administrator David Tuan introduced Shari Buck; she is the Western North Dakota Director for Senator Hoeven's office. Sheri has been instrumental in working with us on our XWA program and keeping the Senator informed of our financing and work with the FAA. She works out of Watford City; she has replaced Mr. John Cameron whom retired.

Shari Buck addressed the Commission and thanked them. She reiterated she represents Senator Hoeven and lives in Watford City and gave a brief summary of her career and let them know how wonderful City Administrator David Tuan is and how much she looks forward to working with him and the City of Williston.

3. Public Hearings  
A. Continuation of Hearing for Abatement Application – Woodspring Suites Hotel / Agent: Altus

Mayor Klug opened the public hearing and asked if anyone would like to speak on this matter.

Darcy Anderson from Williams County Assessor's Office indicated she was available for any questions.

Dylan Bedford, via phone, asked if the appraisal had been received and reviewed, Mayor Klug indicated it was. Dylan reiterated the current value for 2017 is \$11,049,100., but indicated the appraisal dated December 22, 2016 for the 2017 tax year, which indicates a value of \$8,500,000. He indicated the property is not doing as well as past years and the occupancy has substantially decreased and has been around 20-30% and for 12-months it's been 26.4%. The hotel is losing money and has had to lower fees and weekly rates, as they are not getting the occupancy they anticipated. Dylan asked for a lower value due to the fact that when you look at the income statement and the appraisal, neither support a value anywhere near \$11 million and should be much less. This is one of the bigger hotels, with the largest number of rooms and when compared to the other hotels they are somewhat in line, but do not take into consideration the number of rooms and is much larger. It is a low cost building and is being treated as a higher cost building with more amenities than this hotel has. Dylan asked if anyone had any questions.

Commissioner Bekkedahl asked if Altus Group was an investor in this property. Dylan indicated they are not, they are just tax agents. Commissioner Bekkedahl asked if Altus has done this with any other properties in North Dakota within the last two years. Dylan indicated they have, for an apartment complex and one other hotel. Commissioner Bekkedahl asked when this hotel and others were built a certain cash flow was expected and asked Dylan what the City is supposed to do in regard to all the others in the same situation. Dylan stated his concern is not for the others only this one in particular. Commissioner Bekkedahl asked if the City taxed this property appropriately at the start when occupancy was at 100% or more or does he feel it was taxed to low. In the beginning when the occupancy was up, Dylan indicated he felt the value could have been a little higher than where it is now and was certainly too high to start with according to the current construction costs. This property is losing money and occupancy is down, no buyer would be willing to pay \$11 million for this property. Commissioner Bekkedahl indicated we cannot control the risk to the oil market and asked if these things were taken into consideration when this hotel was built.

Commissioner Cymbaluk asked about how this investment was presented to investors and if a guarantee was given to them in regards to occupancy. Dylan reiterated Altus is not part of the investors and argued how the County was assessing value, due to construction costs and depreciation, market value and other factors. Commissioner Cymbaluk asked how using comparable properties in other states influence our market here in Williston, North Dakota. Dylan indicated there are not enough sales here and that's why we have to look outside of Williston at other comparable properties.

Commissioner Bekkedahl stated his understanding is the County Assessors looks at comparable sales in our area that they don't go outside of the area or the state. The North Dakota State code is clear on this. Darcy Anderson indicated they have to look at the entirety of the commercial market with the sales vs. their assessments within the City of Williston. Commissioner Bekkedahl indicated it is clear in the statues that the City of Williston has to have a minimum number of sales to qualify for any adjustments to occur and when we look at this look back period to get enough sales to bring into the market calculations for the current tax period. If we don't get enough sales, we have to look back and reiterated that when we go back, in the years we were building up the community people received lower taxes and lower valuations on commercial properties than is actually occurring at the time and when we come out of this in the downturn the same thing is going to be happening, as you may see higher than you would normally just because of this, but overall on the ownership of the property when you saw less at the start and a little more for this period it should equal out. Darcy indicated in 2017 they had to go back to 2014 to get enough sales. Darcy also indicated the hotels were given a 25% break based off of the apartment decrease.

Mayor Klug asked if they were given the option to look at the income statements and they opted to go based on the appraised value. Darcy indicated this was before her time and could not accurately answer that question. Mayor Klug asked if she remember what the name of this hotel was before it was Woodspring Suites. She said it was called Value Place. Mayor Klug asked if anyone else would like to speak on this matter, he asked a second time if anyone would like to speak on this matter and he asked a third time, hearing none Mayor Klug closed the public hearing.

Mayor Klug indicated we will see lower values; however, we are regulated by State Statues and one of the things we did do over the years was we talked with these people about what kind of values that we could put on their property, due to the income and those type of things, when things were rolling high and there were no issues. In this case the Value Place, Mayor Klug

stated he has made a comment to one of the investors, saying these same hotels that are appraised the same way down south are getting a third of what is happening in Williston and he indicated they had a plan for this (lower time). Now that the lower times are here, the Mayor feels the value is correct and that we may see some sales.

Commissioner Cymbaluk agreed and stated if we give one a break we would have to give them all a break and we worked with them through the good times and now the market has shifted and we can't go back and forth.

Commissioner Bekkedahl indicated he feels strongly the Assessor's Office has followed code in this process; we have done everything consistently between this property and all the others we assess and agree we should vote in favor of the denial.

**Motion by Cymbaluk, Seconded by Bekkedahl to make a motion to deny the request as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: Piesik**

**CARRIES: 4-0**

**B. Protest Hearing – Street Improvement District 18-2**

City Engineer Bob Hanson presented the following;

This is a protest hearing for the creation of Street Improvement District 18-2, a mill & asphalt overlay of the following streets:

**Section I:**

- 3<sup>rd</sup> Avenue West from Ferndale Blvd to 18<sup>th</sup> Street.
- 4<sup>th</sup> Avenue West from 14<sup>th</sup> Street to a point 525 feet north of 18<sup>th</sup> Street.
- 5<sup>th</sup> Avenue West from 18<sup>th</sup> Street to 4<sup>th</sup> Avenue West.
- Ferndale Blvd from 3<sup>rd</sup> to 4<sup>th</sup> Avenue West

**Section II:**

- 22<sup>nd</sup> Street from 4<sup>th</sup> Avenue West to the 2<sup>nd</sup> Avenue West Frontage Road.

Special assessment district property owners have the right to protest the creation of this district. If we receive more than 50% of the ownership protesting the project we cannot proceed with it. To date we have not received any protests on this project. At the conclusion of the Protest Hearing the Commission will be asked to adopt a Resolution that either finds that there are sufficient protests received against the project and we cannot proceed or that there are NOT sufficient protests to stop the project and we can proceed with the project. Bids have been opened and received for this project; we will address those bids later in this meeting. The bids we received were approximately 80% of our original assessment, so they will be quite a bit lower than what was listed in the packet.

Mayor Klug opened the public hearing on Street Improvement District 18-2 and asked if anyone wanted to speak on this matter, he asked a second time if anyone wanted to speak on this

issue, he asked a third time if anyone would like to speak on this issue, hearing none, Mayor Klug closed the public hearing.

**Motion by Brostuen, Seconded by Cymbaluk to move that a resolution finding that sufficient protests have not been received and that the City may proceed with construction of District 18-2**

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

**NAY: None**

**ABSENT AND NOT VOTING: Piesik**

**CARRIES: 4-0**

- C. Continuation of Hearing for Rezone from the March 13, 2018 Meeting, of Lots 1, 2, 3, & 4, Block 3 of the Wegley Addition, from M-1: Light Industrial to HCC: Highway Corridor Commercial, so that the proper steps can be taken to issue an SPU at the time the property is rezoned

Jeremy Miller from Planning & Zoning presented the following;

This is a proposal to rezone Lots 1,2,3 & 4, Block 3 of the Wegley Addition from M-1: Light Industrial to HCC: Highway Corridor Commercial. The reason this was tabled at the March 13, 2018 City Commission meeting was because it was believed this property would need an SPU for the storage of flammable liquids in the HCC zoning district, after discussions with the Fire Chief it was determined this property will not need an SPU because of the quantity and type of flammable liquids that are being stored on this property. The rezone of this property was approved at the March 19, 2018 Planning and Zoning Commission meeting. Staff recommends the rezone of this property.

Mayor Klug opened the public hearing and asked if anyone wanted to speak on this issue, he asked a second time, he asked a third time if anyone would like to speak on this issue, hearing none, Mayor Klug closed the public hearing.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the rezone of Lots 1, 2, 3 & 4, Block 3 of the Wegley Addition from M-1: Light Industrial to HCC: Highway Corridor Commercial as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

Commissioner Piesik joined the meeting via phone at 6:25pm.

4. Bid Openings
  - A. Sidewalk Improvement District 18-1

City Engineer Bob Hanson presented the following;



Bids were opened March 22, 2018, our estimate for this project was \$125,000., Doeden Construction has submitted a bid in the amount of \$97,800., everything appears to be in order and I recommend we award a contract to Doeden Construction, in that amount for the construction of Sidewalk Improvement District 18-1.

**Motion by Bekkedahl, Seconded by Cymbaluk to move the City award the contract to Doeden Construction in the amount of \$97,800., for the construction of Sidewalk Improvement District 18-1**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

**B. Street Improvement District 18-2**

We also opened bids for the Street Improvement District 18-2, this is a mill & overlay project that we just had the protest hearing on. The project estimate is for \$450,000., the actual construction estimate was \$323,500. We did receive a low bid from Knife River of \$285,757., everything appears to be in order and I recommend that we award a contract to Knife River, in that amount for the construction of Street Improvement District 18-2.

Commissioner Bekkedahl asked if we have changed our standards for mill & asphalt to place concrete around the man hole covers or are we still doing asphalt around them. Bob indicated that we are still doing the asphalt.

Commissioner Cymbaluk asked for the tentative start dates of these projects as we go. Bob indicated we have a completion date for the beginning of October but at this point we have no start date or specific end date, however, it should start and complete within a two week period.

**Motion by Cymbaluk, Seconded by Brostuen to move the City award the contract to Knife River in the amount of \$285,757., for the construction of Street Improvement District 18-2 as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

**C. 2018 Street Light Improvement Project**

Bids also opened for the 2018 Street Light Improvement Project to install street lights along 32<sup>nd</sup> Avenue West, between 11<sup>th</sup> and 26<sup>th</sup> Street and between 32<sup>nd</sup> and 37<sup>th</sup> Street up by the new Fire Station. Construction estimate was \$270,000. We received a low bid from Stata in the amount of \$243,870., everything appears to be in order and I recommend we award a contract to Strata in that amount for the construction of the 2018 Street Light Improvement Project.

**Motion by Brostuen, Seconded by Cymbaluk to move the City award the contract to Strata in the amount of \$243,870., for the construction of 2018 Street Light Improvement Project as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

**D. 2018 Water Main Replacement Project**

We also opened construction bids for our 2018 Water Main Replacement Project, to replace water mains along 2<sup>nd</sup> Avenue East between 11<sup>th</sup> Street and East Highland Drive and along East Highland Drive between 1<sup>st</sup> Avenue East and Hill Court. The project estimate listed in the memo was \$750,000., our construction estimate was \$600,000. The low bid was submitted by East West Excavating in the amount of \$469,271.02. This project comes with a tighter time frame as we have to wait until school is out as it is right next door to Rickard Elementary School and the project needs to be completed before school begins again, about two weeks prior to beginning of the school year, it's about a six week construction period. I recommend we award a construction contract to East West Excavating in the amount of \$469,271.02 for the construction of our 2018 Water Main Replacement Project.

**Motion by Cymbaluk, Seconded by Bekkedahl to make a motion to approve the contract to East West Excavating in the amount of \$469,271.02 for the construction of 2018 Water Main Replacement Project as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

**E. Grapple Forks (Roads & Streets)**

Public Works Director Dave Bell presented the following;

Public works had a bid opening on Thursday March 22, 2018 for a set of Grapple Forks for Roads and Streets, the budget was \$24,000. We had three bids, one from RDO for \$18,500. and two from Swanston Equipment for \$27,899. and another for \$28,789. We recommend award of the Grapple Forks to RDO Equipment of Williston in the amount of \$18,500.

**Motion by Brostuen, Seconded by Cymbaluk to so move**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

5. Ordinances
6. Petitions, Communications and Remonstrance's
7. Report of Commissioners
  - A. President of the Board
    - 1) North Dakota National Service Recognition Day Proclamation - April 3, 2018

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's cities are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21<sup>st</sup> century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on April 3, 2018.

THEREFORE, BE IT RESOLVED that I, Howard Klug, Mayor of the City of Williston, North Dakota, do hereby proclaim April 3, 2018, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

## 2) Tax Equalization Meeting Date – May 2, 2018

Mayor Klug indicated this happens around the same time each year; the Tax Equalization Board meets to make sure the valuations of the property in the city have been equalized. May 2, 2018 at 5:30pm in the City Commission Board Room the Tax Equalization Board will meet, everyone agreed, except Commissioner Bekkedahl who will be out of town, however, the meeting can happen without his attendance.

- 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
- 1) XWA Electrical Vault Design, Bid and CA/CO Contract

Airport Director Anthony Dudas presented the following;

Burns & McDonnell/Alliance partnership was selected to provide this service and we can now move forward with a scope and fee negotiation. Upon receiving these items, we did do an independent fee evaluation by TKDA. Burns & McDonnell proposed a fee of \$414,489.79. TKDA's independent fee evaluation came back at \$403,208.35, approximately 2.7% lower. City Staff and the Owners Representative reviewed the proposals to ensure the scope was adequately addressed throughout the fee proposal and agreed that this fee proposal is appropriate from Burns & McDonnell/Alliance. I recommend approval to Burns & McDonnell and Alliance Consulting for XWA Electrical Vault Design, Bid and CA/CO Services, in the amount, hourly, not to exceed \$414,489.79.

**Motion by Brostuen, Seconded by Cymbaluk to move for approval to Burns & McDonnell and Alliance Consulting for XWA Electrical Vault Design, Bid and CA/CO Services, in the amount, hourly, not to exceed \$414,489.79.**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

## 2) XWA Site Safety and Security Contract

Health, Safety and Environmental scope and fee provided by JE Dunn, this contract will be for the entire site safety and security. This service is above and beyond what is required by the FAA, all contractors must have their own individual safety program, this service will provide a professional review of their individual safety programs, as well as develop and on-site global safety program to ensure all entities are working well together within the 1600 acre site and also ensure all of the Cities safety regulations are being adhered to. In addition to providing site security they will also ensure no entities are on site that should not be. We advertised for this service back in September 2017, after receiving proposals, JE Dunn was selected by our review committee, consisting of; Chris Brostuen, David Tuan, Bob Hanson, Rick Skumavc, Randy Conrad and Anthony Dudas. The Commission approved moving forward with the scope and fee negotiations, the scope includes;

- Development of a safety & security plan
- On-site safety supervision & administration (with up to two full time safety professionals)
- On-site security and surveillance services (with up to two full time security personnel at any time depending on coordination with City Staff and needs of seasonal construction)

The staffing levels included in the packet are meant to be the maximum, being staffed throughout this project, to include construction season for this year and next year. This service would end at the end of October 2019. There are some possibilities for cost savings, with on-site trailers and office space that is currently available that we may be able to utilize some efficiencies of space as well as the progression of construction to possibly lower the level of security once perimeter fences have been completed. City Staff will evaluate this and ramp it down as needed, as we have the ability and flexibility to do this within this agreement. I recommend approval of the site safety and security contract to JE Dunn in the amount, hourly, not to exceed \$2,006,498., contingent upon City Attorney approval.

Mayor Klug asked if this was outside of TKDA's scope to give us an estimate. Anthony indicated that was correct as this was neither a federally eligible project nor a state fund eligible project and we are not required to do so. We felt through review of the proposal, by JE Dunn, with City Staff, our Program Management Team and our Owner's Representative that this was an adequate proposal. Mayor Klug asked how many proposals were received. Anthony stated JE Dunn was the only proposal.

Commissioner Brostuen asked when this will start. Anthony indicated, upon approval tonight, it would begin in approximately three weeks.

Mayor Klug asked who will have the authority to do the ramping down, if the need should arise. Anthony stated that it will be a joint effort between the Consultant, the City Administration Staff and the Owner's Representative.

**Motion by Brostuen, Seconded by Cymbaluk to move for approval of the site safety and security contract to JE Dunn in the amount, hourly, not to exceed \$2,006,498., contingent upon City Attorney approval**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

### 3) XWA Commercial Terminal Guaranteed Maximum Price

On March 3, 2017 the City received a proposal from JE Dunn for the Passenger Terminal at XWA, since that time, work progressed on design, value engineering and bidding. In an effort to establish a final guaranteed maximum price, to acquire federal and state funding for the project. After we received the initial GMP, we worked through the value engineering process with JE Dunn, our architect and design team, to determine areas for cost savings and right sizing of this facility. In March 2017 the initial proposal, prior to the value engineering was just under \$50 million, after a lengthy value engineering process and right sizing, we were able to come to an estimated GMP of just under \$45 million. Please note, these are estimated costs, not hard bid

numbers. Throughout the month of November and into December 2017 the building was out for bid, for hard numbers. On December 21, 2017 we opened those bids and found that bids did not come in as favorably as we had hoped, they were just over \$48 million. Approximately a \$3.4 million increase in these bids, a few reasons for the escalations in these costs are several of the scopes of work are due to the fact that the contractors are not local, which increase labor costs. Additionally some of the quotes that were originally utilized by contractors that did not bid the second time around, but bid on the hard bid numbers. Another item that is substantially impacting the cost of the facility are escalated material, metal and glass costs, across the board we are seeing about a 5-30% increases in these bid unit prices, this has only begun in the last 10 months or so. Labor costs more or less have stayed the same on the local contractors side of things and in some cases even lowered. Following those final bid results, the design committee, consisting of Commissioner Brostuen, Commissioner Piesik and Amy Kruger CVB Director, met to look through three alternates to review; Acoustical panels to deaden sound within the lobby area to better hear announcements, and two separate areas for terrazzo flooring additions rather than having carpet, one being up on the concourse, where you would go through security and second would be in the baggage claim area. These items came to a \$700,000.; bringing our adjusted total to just over \$49 million. Above and beyond the construction costs of this facility, the Commission, through a no cost change order, previously requested JE Dunn to manage other owner provided items that are not part of the actual construction of the facility but are part of either equipment or other items that are necessary for the building to operate. Those include the baggage handling system, passenger boarding bridges, some technology pieces and all the fit, finish and equipment like furniture and office finishes. We have been working with an \$8 million budget on those owner provided items. JE Dunn bid out several of the higher priced items in this last bid package. There are still a few items that have yet to bid and are based on budget numbers only and are not included within this GMP. Those additional scope items with hard bid items add up to \$5.1 million above and beyond the \$49 million costs for construction. At this time with the review and support of our terminal design committee it is my recommendation to amend the JE Dunn GMP to reflect these additional items and expanded scope in order to procure necessary items and further construction progress of the XWA passenger terminal.

Commissioner Bekkedahl asked if there were two different areas of additional scope items for \$8 million. Anthony indicated they are one in the same, right now with the additional items that have not been bid out we are slightly above that \$8 million at approximately \$8.1 million for those additional owner provided items. Commissioner Bekkedahl asked if the \$8.1 million was above and beyond the \$5.1 million for the JE Dunn proposal. Anthony indicated this was not the case those numbers are inclusive of the \$8.1 million. Commissioner Bekkedahl stated it was then \$3 million that still needing to be approval in the future. Anthony indicated that was correct and is not included in the \$54 million.

**Motion by Bekkedahl, Seconded by Brostuen to move for approval of the Amendment to the XWA Commercial Terminal Guaranteed Maximum Price Contract to JE Dunn in the amount of \$54,281,271.**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

4) WAWSA Fourth Amendment to Member Agreements – Baseline Sales 2018

Jaret Wirtz representing the Western Area Water Supply Authority Board and Management presented the Fourth Amendment to the Member Agreement that exists between the City of Williston and WAWSA.

Jaret indicated they are here tonight on behalf of the Western Area Water Supply Board and the Industrial Commission of North Dakota, with this Amendment to the Base Line Sales Agreement that we hold with the City of Williston, as a member of WAWSA. The intent of the Amendment is to get rid of the accrual of the base line sales that have not been paid out in 2016 or 2017, due to the lack of industrial water sales that accrued during those two years. In addition to that the Industrial Commission would like to see, no industrial base line sales made in 2018 to allow a debt reserve to be built up in order to get through slow times, as we see the oil ups and downs, in order to make it through those times. Now that the legislature has restructured the debt for the industrial water loans, we have a consistent number to shoot at. The interest rates have been a little condensed; terms have been lengthened, giving us a better ability to pay those back. The whole reasoning for a lot of this was we should not be making payments to members when there were not adequate sales to be paid on the debt. If the debt payments could not be made we did not feel right as a WAWSA Board to be making payments to members. There was a big push by the Industrial Commission and the Governor to not have these accruals on our books as we look for future bonding possibilities, it's seen as a red flag to have these large accruals on the books that need to be paid out. All the other members have signed this amendment with the exception of City of Williston and Watford City are the only ones left we are seeking approval from, Watford City verbally said they would sign on their April 2, 2018 meeting.

Commissioner Bekkedahl apologized for not doing his due diligence with the City Auditor's Office, in regards to the amount being quoted at about \$2.8 million and thought it was more in the \$3.2 million range. Commissioner Bekkedahl requested a chance to look at this. Also in light of the fact that in the 2017 session the City of Williston, in hub city funding took about a \$20 million hit in revenue from the state on oil revenues, none of the other members in this WAWSA agreement suffered this loss, in fact, they all stayed the same in their formula, therefore did not take any hits in the legislature for their funding, where as we took a \$20 million hit. Commissioner Bekkedahl requested this be tabled until next meeting.

Commissioner Cymbaluk asked to find out why the City of Williston deferred a few years ago. Jaret indicated the amendment before this was to defer the payments because WAWSA did not have the cash to pay them, as the cash was going toward the debt. The first amendment was to defer, this amendment is to get away from those deferrals, as they are piling up. On a positive note in 2017 we made enough industrial water sales to cover all the expenses for principle and interest and 2018 is looking promising as well and we will have a surplus that can be put into debt reserves. It looks like we are on the right track now since we have the loans termed out farther and the interest rates decreased, we are in a more manageable situation as well as the increase of water demand throughout the region.

Commissioner Cymbaluk asked if we are looking to forgive or defer to a later date to get caught up. Jaret indicated that the payments that should have been made in 2016 and 2017 will be erased, at the end when all the industrial loans are paid; it will up to the state at that time. The intent is with this agreement in place, after 2018, the City of Williston will begin receiving payments again, which are \$1.4 million per year.

**Motion by Bekkedahl, Seconded by Cymbaluk to table  
UNANIMOUS BY VOICE VOTE**

8. Report of Departments
  - A. Administration
  - B. Auditor and Finance
    - 1) ~~Anderson Wood – Request for Revision to Assessment~~
  - C. Attorney
    - 1) MOU – Williston Police Department

City Attorney Pete Furuseth presented the following;

This is a Memorandum of Understanding with the Upper Missouri District Health Unit, McKenzie County Community Coalition and the Williston Police Department. Taylor Olsen from the City Attorney's Office has been working with Chief Peterson on this.

Chief Peterson explained the purpose of this memorandum is to re-coop some of the funds we spend to do these compliance checks, of which we are authorized to do two compliance checks per year.

Commissioner Cymbaluk indicated this is a good program and a good benefit and we need to continue working with it.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the MOU as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) Assignment of Interest in Lease – Williston Holding Company/  
Ventana Design & Development

City Administrator David Tuan presented the following;

This is in regards to a lease extension on property off 26<sup>th</sup> Street and 1<sup>st</sup> Avenue W, this is a property that has a proposed plan on it with Ventana Development Company and the City currently has an existing parking lease. This proposal has been brought forth through Planning and Zoning and in order to meet the requirements for this site plan, the parking lease that is currently out there, is City owned property and tied to another individual and needs a transfer of lease and an extension of the lease terms. The recommendation is 50 years total, which Staff and Planning and Zoning Commissioners have supported. Rachel Laqua and Kent Jarcik from Planning and Zoning are both available for questions if necessary. It is a straight forward lease extension and we are recommending approval so the project can move forward.



**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve such request as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- D. Public Works
- E. Engineering
  - 1) NDDOT Concurrence Award – 14<sup>th</sup> Avenue W Mill & Overlay Project

City Engineer Bob Hanson presented the following;

On Friday March 9, 2018 NDDOT opened bids for our 2018 Urban Aid Project which would mill & overlay 14<sup>th</sup> Avenue West between 2<sup>nd</sup> and 11<sup>th</sup> Street.

Knife River has submitted the low bid in the amount of \$364,484. The City has a 20% cost share. The State has asked the City to concur in the award of this contract to Knife River. I recommend the City concur with the State recommendation.

**Motion by Bekkedahl, Seconded by Cymbaluk to make a motion to concur the NDDOT's recommendation and award a construction contract to Knife River in the amount of \$364,484., for the 14<sup>th</sup> Avenue West Mill & Overlay Project**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) Water, Sewer & Street Improvement District 18-3 – Plan Approval and Authorization to Bid

Water, Sewer & Street Improvement District 18-3, the primary portion of this project is to reconstruct 3<sup>rd</sup> & 4<sup>th</sup> Avenue, between 7<sup>th</sup> & 11<sup>th</sup> Street and associated side streets. At the March 10, 2018 City Commission meeting a series of resolutions were adopted to create the District and declaring it to be a necessity and we have a protest hearing scheduled for the April 10, 2018 City Commission meeting. Our consulting engineer has submitted a complete set of plans that have been reviewed and are in order. In order to proceed with this project the City will need to adopt the following resolutions;

- **Resolution 18-014;** Approving the Plans and Specifications for Water, Sewer and Street Improvement District 18-3.
- **Resolution 18-015;** Ordering Advertisement for a Construction Bid for Water, Sewer and Street Improvement District 18-3.

Included in this project are two separate sections that can be deleted if they do not meet the budget requirements:

- Fire Station One parking lot reconstruction at an estimated cost of \$140,000.
- Library west parking lot reconstruction at an estimated cost of \$400,000.

I recommend the City adopt the resolutions needed to proceed with this project.

Commissioner Bekkedahl asked if any part of this project includes storm sewer replacement. Bob indicated it does and we will also replace the street light conductors, as they are aluminum wire now and are subject to shorting out and will also put in the LED light heads as part of this project.

**Motion by Brostuen, Seconded by Cymbaluk to move the City adopt the Resolutions necessary to approve the projects plans and specifications and authorize the City Engineers Office to advertise for bids for the construction of Water, Sewer and Street Improvement District 18-3**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 3) Engineering Services Agreements:
  - a. Alliance Engineering – 2018 Water Main Replacement Project

Alliance is our consulting engineer for the 2018 Water Main Replacement Project; we also need to have an engineer oversee the construction administration. Alliance has submitted an Engineering Services Agreement for the construction engineering services required to complete the project for an estimated fee to be billed hourly, not to exceed \$239,700. I recommend approval of the Engineering Services Agreement.

**Motion by Cymbaluk, Seconded by Brostuen to move to approve the City accept the Alliance Engineering Services Agreement to provide the construction engineering services required for the construction of the 2018 Water Main Replacement Project for a fee to be billed hourly not to exceed \$239,700.**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- b. Ulteig Engineering – Water, Sewer & Street Improvement District 18-3

Ulteig Engineering is our consulting engineer for District 18-3. They have submitted Engineering Services Agreement for the design and construction engineering services required to complete the project for an estimated fee to be billed hourly, not to exceed \$471,850. I recommend approval of this Engineering Services Agreement.

**Motion by Bekkedahl, Seconded by Brostuen to move the City accept the Ulteig Engineering Services Agreement to provide the construction engineering services required for the construction of the Street Improvement District 18-3 for a fee to be billed hourly not to exceed \$471,850.**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

c. Ulteig Engineering – East Dakota Parkway

Ulteig Engineering is our consulting engineer for the East Dakota Parkway Reconstruction Project. They have submitted Engineering Services Agreement for the design and construction engineering services required to complete the project for an estimated fee to be billed hourly, not to exceed \$453,830. I recommend approval of this Engineering Services Agreement.

Commissioner Cymbaluk asked if it was going to be totally redesigned. Commissioner Bekkedahl indicated they had asked the committee to look at the possibility of creating a parkway to quiet the traffic that fronts the college property. We also wanted to look at the intersection of 26<sup>th</sup> and East Dakota Parkway and asked Bob Hanson to answer this question. Bob indicated the planting strip down the middle would look nice; however, there would be a lot of maintenance involved and would cost an additional \$500,000. We are going to be meeting with the college and see if there are any improvements between 11<sup>th</sup> Street and 18<sup>th</sup> Street. The project we envision will do some extensive boulevard landscaping from 18<sup>th</sup> Street North up to 26<sup>th</sup> Street.

Commissioner Cymbaluk asked if the walking path will stay. Bob indicated it does stay and will be extended from 5<sup>th</sup> Street North to 11<sup>th</sup> Street and possibly all the way to 18<sup>th</sup> Street, depending on what occurs with the college.

Mayor Klug asked if we were still concrete to 11<sup>th</sup>. Bob indicated yes, concrete all the way to 18<sup>th</sup> Street and then we will put a thicker section in up to 11<sup>th</sup> Street to accommodate truck traffic and then we will have a reduced thickness between 11<sup>th</sup> Street and 18<sup>th</sup>. It is the soil conditions that are driving the need for the concrete. Mayor Klug asked if this is something new and Bob indicated this is the way it's always been.

**Motion by Brostuen, Seconded by Bekkedahl to move the City accept the Ulteig Engineering Services Agreement to provide the construction engineering services required for the construction of the East Dakota Reconstruction Project for a fee to be billed hourly not to exceed \$453,830.**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- F. Fire Department
- G. Police Department
- H. Development Services
- I. Economic Development
  - 1) Edman Commercial Holdings, LLC-Flex PACE

Executive Director of Economic Development Shawn Wenko presented the following;

Edman Commercial Holdings is a general contractor and has been in business for several years in the community. They have been leasing the building at 66<sup>th</sup> and 2<sup>nd</sup> Avenue for the past several years and are seeking to purchase this facility and continue to run their contracting business out of this location. The current investment is estimated at \$450,000. The Star Fund portion of the Flex PACE buy down will be \$32,000., with the Bank of North Dakota, roughly contributing a 2:1 match on top of ours. There was some discussion with the Star Fund Board regarding zoning and it was discussed with the Planning Department, the area he is in is zoned C-2 and believe it is a commercially zoned area. If he continues to run the business the way he currently is, which it is an office and dispatch for his builders, he will be in compliance, however, the zoning will not allow a contracting yard, which is lumber and heavy equipment storage, etc. He currently is not doing this and we believe this is not his intent; we just wanted to make sure we brought this up. Recommendation from the Star Fund Board is to approve the Flex PACE interest buy down grant, in an amount, not to exceed \$32,000.

**Motion by Brostuen, Seconded by Cymbaluk to move for approval of the Flex PACE buy down for Edman Commercial Holdings in the amount not to exceed \$32,000., as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) Grace & Glam – Flex PACE

Applicant is looking to move her retail store from Harvest Hills to Main Street. She wants to purchase and rehab the building. Grace and Glam are high end women's and children's clothing boutique, other accessories and footwear. Her total estimate for the purchase and rehab of the building will be approximately \$700,000. Per the current scoring grid, Grace and Glam would qualify for \$42,000. Flex buy down, however, they already received a prior Flex PACE in the amount of \$8,471.57, and the Star Fund Board will deduct this amount from the \$42,000., bringing the buy down amount to \$33,528.43. The Star Fund Board recommends approval of a Flex PACE buy down in the amount not to exceed \$33,528.43.

**Motion by Cymbaluk, Seconded by Bekkedahl to make a motion to approve the Flex PACE buy down for Grace and Glam in the amount not to exceed \$33,528.43., as presented**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

3) Lutheran Social Services – Community Growth Grant

Lutheran Social Services is requesting a community growth grant in the amount of \$60,000., to assist with the remodel of their lower level in order to allow it to be built to code for a 30 child daycare. The remodel will include a new kitchen area, new carpet, tile and ceiling tiles, new HVAC, outdoor play area and other items required by code. What is unique about this project is LSS already has a partner in place, Ju Ju Roo's Childcare, which will begin operating at the facility once all upgrades are complete. Estimated remodel costs are \$200,000., LSS requested \$60,000., The Star Fund Board recommends approval of a Community Growth Grant in the amount not to exceed \$25,000.

Commissioner Cymbaluk asked if we knew when these projects would be starting. Shawn indicated Grace and Glam is looking at a close date around late May, with construction into the summer. Shawn thought LSS would begin immediately.

**Motion by Bekkedahl, Seconded by Cymbaluk to make a motion to approve the Community Growth Grant in the amount of not to exceed \$25,000., to Lutheran Social Services as a Community Growth Grant for daycare**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

4) Williston Economic Development – Community Build Grant

This is a unique application as Williston Economic Development is requesting funds to bring in a guest consultant. There is a national focus on downtown revitalization to achieve success in our community. A lot of this is driven by the Millennials, their different wants and needs, the average age in Williston is 30-31 and according to USA today we are the #3 community in the Nation that Millennials are moving to. As a community we have done a good job on our downtown area, the replacement of above and below ground infrastructure, we increased walkability, the construction of renaissance on Main, building rehabs, which have all contributed to our revitalization efforts, but think we still have some work to do. Several of us were able to attend the Governors Main Street Initiative in February that discussed the importance of building efficient and vibrant communities. One of the speakers was Roger Brooks, he is the CEO of Roger Brooks International and they focus on several development areas, including destination marketing, downtown development plans, plaza and public space design, he has over 30-years' experience in 1000 communities and has had a lot of success. We are requesting to bring Roger in for a two day consultation to discuss our opportunities for downtown. His cost is

\$12,500. We are requesting a Community Growth Grant in the amount not to exceed \$13,000.

Shawn indicated we would like to have Roger Brooks out the first part of June, tentatively June 6-8 2018.

**Motion by Brostuen, Seconded by Bekkedahl to move for approval of a Community Growth Grant in the amount not to exceed \$13,000., to bring Mr. Brooks to the community**

**AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug**

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- J. Airport
- K. Convention and Visitor's Bureau
- 9. Appointments and Consultations with Officers
- 10. Unfinished Business
- 11. New Business
- 12. Executive Session
- 13. Adjourn meeting at 7:29pm

**Motion by Bekkedahl, Seconded by Cymbaluk to adjourn  
UNANIMOUS BY VOICE VOTE**

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Howard Klug, President  
Board of City Commissioners

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John Kautzman, City Auditor