

**Official Proceedings  
Board of City Commissioners  
June 26, 2018 - 6:00 pm  
City Hall – Williston, North Dakota**

1. Roll Call of Commissioners

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

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** John Kautzman, David Tuan, Bob Hanson, Anthony Dudas, Dave Bell, Kent Jarcik, Rachel Laqua, Mark Schneider, Jason Catrambone, Andrea Duntz, Pete Furueth, David Peterson, Chery Pierzina, Andrea Placher and Shawn Wenko

Mayor Klug presented a quorum.

**CHANGES TO AGENDA:** Add 7A1  
Add 8E3

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve  
UNANIMOUS BY VOICE VOTE**

Mayor Klug congratulated Commissioners Cymbaluk and Brostuen on their re-election and thanked them for running and serving.

2. Consent Agenda

- A. Reading and Approval of Minutes
  - 1) Regular Meeting Dated: June 12, 2018
- B. Auditor and Finance
  - 1) Accounts, Claims and Bills
    - a. June 8 – 21, 2018

For checks between: 06/08/18 - 06/21/18

---

Check #	Vendor/Employee/Payee Number/Name	Check Amount	Issued
-43761	LYNN BYERS-WALLACE	1387.37	06/08/18
-43760	BRENDA D'ANGELO	1606.52	06/08/18
-43759	RANDY M DONNELLY	1715.11	06/08/18
-43758	ELIZABETH HEISEY	1813.59	06/08/18
-43757	JOHN L. KAUTZMAN	3475.34	06/08/18
-43756	KATHY KIMLEY	2175.33	06/08/18
-43755	KAREN P. LARSON	1757.95	06/08/18
-43754	STEPHANIE WELLMAN	1509.97	06/08/18
-43753	JASMINE COLLINS	1580.72	06/08/18

-43752	CAITLIN ESTRADA	1485.29	06/08/18
-43751	JUSTIN FREED	1402.35	06/08/18
-43750	SARAH HILTON	1730.99	06/08/18
-43749	GEORGIA HOLLEMBEAK	1324.26	06/08/18
-43748	YULISSA JIMENEZ	1277.53	06/08/18
-43747	JULIE KIRKPATRICK	1413.72	06/08/18
-43746	ELIZABETH OLSON	1532.38	06/08/18
-43745	MIKAELA SKALICKY	1580.81	06/08/18
-43744	JOLEEN S. TINKER	1640.39	06/08/18
-43743	CINDY WHITE	1750.84	06/08/18
-43742	LAURA WOLTJER	1514.39	06/08/18
-43741	KATHERINE E. BERWICK	2214.55	06/08/18
-43740	JACQUELINE MONZON	1204.27	06/08/18
-43739	KENNETH B. OWENS	416.66	06/08/18
-43738	KATHLEEN STAHOWIAK	2425.62	06/08/18
-43737	SUSAN E. MOELLER	1370.89	06/08/18
-43736	HASAN ABDUL JABBAR	1918.35	06/08/18
-43735	GINGER ALBY	1437.27	06/08/18
-43734	BRAD AUTTELET	1992.55	06/08/18
-43733	JOSHUA BANKS	1453.08	06/08/18
-43732	CLINTON BATES	3133.18	06/08/18
-43731	ROBERT J. BENTH	2462.14	06/08/18
-43730	MARC BRADE	3225.57	06/08/18
-43729	JAKE BYMAN	2266.02	06/08/18
-43728	JASON CATRAMBONE	3446.41	06/08/18
-43727	JUSTIN CHAMPION	2861.11	06/08/18
-43726	KHRISTOPHER CHAMPION	1873.53	06/08/18
-43725	MATTHEW CLARK	2229.87	06/08/18
-43724	STEPHEN CLARK	1011.33	06/08/18
-43723	PRISCILLA CRAIN	1327.69	06/08/18
-43722	CHRIS DICK	1704.07	06/08/18
-43721	VICTORIA DOUGLAS	2197.30	06/08/18
-43720	RILEY ECKART	1767.36	06/08/18
-43719	ROSS ESCOBEDO	863.50	06/08/18
-43718	MICHAEL FRONIMOS	3371.14	06/08/18
-43717	CHRISTOPHER GILLIES	2439.22	06/08/18
-43716	MATTHEW GOODE	1450.55	06/08/18
-43715	CALVIN HENSON	1646.02	06/08/18
-43714	JOHN HOSKINS	1831.27	06/08/18
-43713	EMILY HUGHES	2577.15	06/08/18
-43712	GREGORY HUGHES	2409.98	06/08/18
-43711	ANDREW ISAACS	1822.64	06/08/18
-43710	CHRISTOPHER JAMES	1941.41	06/08/18
-43709	COREY JOHNSON	3195.83	06/08/18
-43708	SHAWN JOHNSON	1210.69	06/08/18
-43707	MAKAILYN KELLY	3344.57	06/08/18
-43706	TRACY C. KERZMANN	1550.18	06/08/18
-43705	ROBERT KISER	2196.75	06/08/18
-43704	JEREMY KNAPEKOWICZ	1579.74	06/08/18

-43703	WYATT KOENIG	2078.40	06/08/18
-43702	DYLAN LAMONTIA	2007.63	06/08/18
-43701	JASON LEWIS	1151.49	06/08/18
-43700	CHRISTOPHER MAHONEY	1836.89	06/08/18
-43699	MICHAEL MESCO	1572.17	06/08/18
-43698	RYAN ALAN MILLER	1535.27	06/08/18
-43697	CRAIG MOEN	1717.43	06/08/18
-43696	PAUL MONZON	508.78	06/08/18
-43695	ERICA J. MYERS	1418.17	06/08/18
-43694	BRODERICK NELSON	1572.94	06/08/18
-43693	CHRISTIAN OLSON	1525.76	06/08/18
-43692	JESSICA PATTERSON	2069.88	06/08/18
-43691	MARCUS PEARSON	2014.67	06/08/18
-43690	FLETCHER SCAIFE	1274.47	06/08/18
-43689	DEREK SCHIPFERLING	71.11	06/08/18
-43688	IAN SCHULTE	1928.15	06/08/18
-43687	JILL SELLERS	1954.14	06/08/18
-43686	PATRICK SELLERS	1642.91	06/08/18
-43685	TRAVIS SHAY	1375.54	06/08/18
-43684	SARA STAFFORD	1211.32	06/08/18
-43683	IAN STEWART	3685.00	06/08/18
-43682	BRITTANY STORM-ANDERSON	1813.06	06/08/18
-43681	EARNEST THEETGE	1865.27	06/08/18
-43680	ANTHONY VERESPE	2522.13	06/08/18
-43679	RYAN WERNESS	1866.69	06/08/18
-43678	JAMES WESTON	1792.02	06/08/18
-43677	ERIN WETZEL	1364.90	06/08/18
-43676	SAM M. AIDE	1910.44	06/08/18
-43675	STEVEN D. ARMSTRONG	2858.77	06/08/18
-43674	JASON BARTEN	2209.56	06/08/18
-43673	HUGH E BENZEN	2431.14	06/08/18
-43672	DUSTIN J. BERTSCH	2592.11	06/08/18
-43671	LUCAS BRINKMAN	1991.47	06/08/18
-43670	MARTIN BURCH	2124.85	06/08/18
-43669	ASHLEY R. CELANDER	1809.50	06/08/18
-43668	DUSTIN R. CELANDER	1737.19	06/08/18
-43667	KEVIN W. CRAFT	1298.32	06/08/18
-43666	JESSE CRUISE	2044.41	06/08/18
-43665	BRYCE DAHL	2160.02	06/08/18
-43664	DANIEL DERY	2118.45	06/08/18
-43663	RODNEY H. DICKERSON	2797.55	06/08/18
-43662	JAMES DIXON	1993.51	06/08/18
-43661	ALEXIUS ENGET	2163.05	06/08/18
-43660	BRETT FLESNESS	2256.92	06/08/18
-43659	JORY FORSBERG	1420.82	06/08/18
-43658	CHELSEA S FOSSEN	1562.29	06/08/18
-43657	LINDA R. GRANBOIS	1504.16	06/08/18
-43656	WALTER H. HALL	2387.11	06/08/18
-43655	RANDY M. HAUGENOE	2425.80	06/08/18

-43654	DANIELLE HENDRICKS	1967.99	06/08/18
-43653	JACOB R. HENDRICKS	2289.65	06/08/18
-43652	SHAWN HOLM	2248.55	06/08/18
-43651	JONATHAN HOLTER	1982.84	06/08/18
-43650	MICHAEL A. ISENHOWER JR	2887.97	06/08/18
-43649	BEAU JACOBSON	1962.38	06/08/18
-43648	EVAN JOHNSON	1794.07	06/08/18
-43647	ERIC KEYES	1875.44	06/08/18
-43646	AMBER KOEHN	1816.23	06/08/18
-43645	JACOB KOEHN	2013.05	06/08/18
-43644	CINDY KOPAC	1234.79	06/08/18
-43643	AARON KURTENBACH	1806.70	06/08/18
-43642	JEREMIAH LACHNER	2216.02	06/08/18
-43641	MICHAEL LICCIARDI	2156.60	06/08/18
-43640	JOSHUA MAHLUM	1961.73	06/08/18
-43639	ANTHONY MANN	2057.31	06/08/18
-43638	TRAVIS J. MARTINSON	2383.50	06/08/18
-43637	CODY MILLER	2017.95	06/08/18
-43636	HEATHER MONTGOMERY	1907.40	06/08/18
-43635	NICHOLAS NELSON	2170.25	06/08/18
-43634	JOHN NEWBURG	1923.20	06/08/18
-43633	AMY D. NICKOLOFF	3071.45	06/08/18
-43632	JEFFREY OLSON	2060.61	06/08/18
-43631	JOHN PAGANO	1968.33	06/08/18
-43630	AMBER PELZL	1154.71	06/08/18
-43629	JUSTIN PELZL	1714.11	06/08/18
-43628	DAVID A. PETERSON	3330.01	06/08/18
-43627	MEGAN PETERSON	1660.22	06/08/18
-43626	TRAVIS PETERSON	2203.29	06/08/18
-43625	KENNETH L. PRENTICE	1804.14	06/08/18
-43624	KRISTIINA RAVASKA	2214.92	06/08/18
-43623	JONATHAN D. ROGGENKAMP	1915.74	06/08/18
-43622	NICHOLAS SATERMO	2060.67	06/08/18
-43621	CRYSTAL A. SCHAUBEL	1385.87	06/08/18
-43620	ZACHARY SCHWARTZ	2038.03	06/08/18
-43619	CHARLES STAFFORD	2053.10	06/08/18
-43618	THEODORE VANGRINSVEN	2070.42	06/08/18
-43617	ROBERT VANWINKLE	2188.76	06/08/18
-43616	CRAIG WARE	2156.60	06/08/18
-43615	JESSE WEICHT	1982.20	06/08/18
-43614	JENNIFER WILLARD	1512.81	06/08/18
-43613	MICHAEL S. WILSON	3167.36	06/08/18
-43612	KELLY ABERLE	1928.41	06/08/18
-43611	JOE DOSS	2078.35	06/08/18
-43610	LESLIE HAMRICK	988.21	06/08/18
-43609	RICHARD KIMBALL II	1095.52	06/08/18
-43608	DOMINIC MONSON	1158.82	06/08/18
-43607	DAVID SASSER	1981.35	06/08/18
-43606	MARK SCHNEIDER	3249.23	06/08/18

-43605	DIANE THOMPSON	1274.36	06/08/18
-43604	LORI THRONSDEN	999.96	06/08/18
-43603	NYDEL TOMPKINS	1310.19	06/08/18
-43602	WILLIAM TOWNSLEY	1673.80	06/08/18
-43601	PEDAR A. ANDRE	1271.11	06/08/18
-43600	MATTHEW ELBERT	1719.70	06/08/18
-43599	ROBERT E HANSON	3130.45	06/08/18
-43598	THOMAS HARTLEY	2449.45	06/08/18
-43597	THOMAS WALTERS	996.25	06/08/18
-43596	WAYNE A WIEDRICH	2875.68	06/08/18
-43595	JAREK WIGNESS	2300.67	06/08/18
-43594	LES CHRISTENSEN	2570.14	06/08/18
-43593	AUBREY FOSBURGH	2133.38	06/08/18
-43592	JASON ANDREASON	2437.60	06/08/18
-43591	KYLE BREDWICK	1660.64	06/08/18
-43590	DAVID CURTISS	1201.32	06/08/18
-43589	JAMES B. ENGEN	2894.22	06/08/18
-43588	DOMINICK IOVINO	1835.48	06/08/18
-43587	JONNY IOVINO	2317.26	06/08/18
-43586	BRUCE A. JOHNSON	1516.77	06/08/18
-43585	RANDALL JOHNSON	941.46	06/08/18
-43584	RICHARD MALONEY	1332.33	06/08/18
-43583	MARC MOHR	1403.55	06/08/18
-43582	EMIL NEHRING	1784.00	06/08/18
-43581	DANA O'DELL	1287.56	06/08/18
-43580	LOGAN O'DELL	766.24	06/08/18
-43579	TROY OSTER	1784.13	06/08/18
-43578	CLYDE RANSONET	1314.30	06/08/18
-43577	GARY SKABO SR	1222.13	06/08/18
-43576	MATTHEW TUTAS	1589.49	06/08/18
-43575	IAN WEIGEL	1596.66	06/08/18
-43574	JEFFREY BRYSON	2234.88	06/08/18
-43573	ROBERT D. COUGHLIN	1312.01	06/08/18
-43572	MORKATAA DHINAA	1907.76	06/08/18
-43571	TYLER FIXEN	1568.20	06/08/18
-43570	FRANCIS GOODSKY	2423.97	06/08/18
-43569	LACEY JOHNSTON	1562.86	06/08/18
-43568	AMANDA M. KAISER - LEE	1474.44	06/08/18
-43567	MITCHELL KERSTING	2276.67	06/08/18
-43566	EVAN LEWIS	1240.37	06/08/18
-43565	ALDON OLSON	1302.86	06/08/18
-43564	WILLIAM SCHWENDEMAN	1542.14	06/08/18
-43563	SABRINA SIMS	1845.69	06/08/18
-43562	JAMIE SITZMAN	1446.56	06/08/18
-43561	ROBERT SKURDAL	1529.49	06/08/18
-43560	CURTIS CLARYS	2909.16	06/08/18
-43559	JASON W. HOULE	1865.86	06/08/18
-43558	PRESTON OLSON	1403.98	06/08/18
-43557	BRANDON SANDBERG	1510.15	06/08/18

-43556	THOMAS ATOR	1898.11	06/08/18
-43555	DAMARA GREGORY	1145.86	06/08/18
-43554	KATRINA HENRY	1351.09	06/08/18
-43553	CHRISTOPHER ADAM	1434.44	06/08/18
-43552	KOLTEN BRUNELLE	1397.49	06/08/18
-43551	RENA COLLIE	1734.55	06/08/18
-43550	JASON COTTAM	1636.35	06/08/18
-43549	ARTHUR CRUMB	2207.48	06/08/18
-43548	PATRICIA K. FIORENZA	2603.66	06/08/18
-43547	DANNY R. GERGEN	134.27	06/08/18
-43546	JAMES A HAGA JR	2438.47	06/08/18
-43545	VERNON L. HENDRICKSON	1777.68	06/08/18
-43544	LONNY HIATT	1517.56	06/08/18
-43543	JEFFREY LADUCER	1525.84	06/08/18
-43542	RUSSELL E. MOMBERG	2008.55	06/08/18
-43541	JOSEPH G. MONSON	1364.62	06/08/18
-43540	REX OLSON	1410.79	06/08/18
-43539	GARY ROBB	1511.43	06/08/18
-43538	TYRELL SMITH	1406.05	06/08/18
-43537	DAVID SMITHBERG	1471.50	06/08/18
-43536	BRYCE STORY	853.54	06/08/18
-43535	KENNETH R. BOYKIN	2047.93	06/08/18
-43534	KASSANDRA BROWN	1429.45	06/08/18
-43533	NICO BUECHNER	2095.57	06/08/18
-43532	ZACHARY COTHERN	1378.11	06/08/18
-43531	ANTHONY D. DUDAS	3130.85	06/08/18
-43530	ROBERT S HANSON	1662.95	06/08/18
-43529	TERRY HARP	2033.82	06/08/18
-43528	LORI A. LARSEN	1798.47	06/08/18
-43527	CORDELL LINDVIG	1475.94	06/08/18
-43526	JOSHUA LOEWENBERG	1862.17	06/08/18
-43525	BRENT MILLER	1370.68	06/08/18
-43524	DEVIN REIFSTECK	2018.19	06/08/18
-43523	KASEY WYMAN-YOUNG	1387.12	06/08/18
-43522	ARMAND BARBOT	931.74	06/08/18
-43521	JAMES HAGA SR	1336.51	06/08/18
-43520	BRENT E. HANSON	2063.97	06/08/18
-43519	BEAU BERGERON	1538.21	06/08/18
-43518	MARK BRUINEKOOL	1709.87	06/08/18
-43517	TONY SCOTT	832.60	06/08/18
-43516	MICHAEL SIMPSON	1424.84	06/08/18
-43515	PORTER LEWIS	1510.32	06/08/18
-43514	GINA MOTT	2624.12	06/08/18
-43513	KELSY NEHRING	1857.90	06/08/18
-43512	SCOTT VASSEN	3162.27	06/08/18
-43511	BRIAN YOUNG	2142.40	06/08/18
-43510	CHRISTINE EDWARDS	1360.55	06/08/18
-43509	ROBERT EYNON	41.56	06/08/18
-43508	LUCAS GJOVIG	41.56	06/08/18

-43507	DONNA HANSEN	41.56	06/08/18
-43506	KENT A. JARCIK	3155.34	06/08/18
-43505	RACHEL K. LAQUA	2274.93	06/08/18
-43504	DEEANN M. LONG	41.56	06/08/18
-43503	JEREMY MILLER	1399.92	06/08/18
-43502	JOSILYN F BEAN	1881.21	06/08/18
-43501	DAVID LEE BELL	3049.27	06/08/18
-43500	KENNETH W. BERGSTROM	2706.18	06/08/18
-43499	STEVEN BROE	947.09	06/08/18
-43498	BARBARA ELLICO	1373.38	06/08/18
-43497	KRISTIN PASEKA	1740.40	06/08/18
-43496	ALYSSA WIEDRICH	1108.83	06/08/18
-43495	NEIL W. BAKKEN	2126.31	06/08/18
-43494	SKYLER HENRIE	1861.15	06/08/18
-43493	KENT SKABO	2144.47	06/08/18
-43492	GREG OSTER	1588.08	06/08/18
-43491	DIANE C. HAGEN	662.65	06/08/18
-43490	ETHAN BECK	203.17	06/08/18
-43489	TRACI BYRNE	1014.42	06/08/18
-43488	KELLY CRUSCH	226.53	06/08/18
-43487	GARY DESJARDINS	830.92	06/08/18
-43486	ARIEL FLECK	450.20	06/08/18
-43485	KAYLA J. HELL	831.85	06/08/18
-43484	MONTANA ICENOGLE	166.60	06/08/18
-43483	MORGAN KEYSER	1065.52	06/08/18
-43482	REBECCA KIEFER	118.20	06/08/18
-43481	ELIZABETH LISENBEE	237.87	06/08/18
-43480	WANDA OLAF	1125.53	06/08/18
-43479	ANDREA L. PLACHER	1558.75	06/08/18
-43478	ANN REINKE	102.40	06/08/18
-43477	NATASHA TORRES	450.20	06/08/18
-43476	LISA WEBB	1076.81	06/08/18
-43475	SAWYER ZENT	137.84	06/08/18
-43474	ANN M. KVANDE	1842.34	06/08/18
-43473	ANIKA MICHAELSEN	847.16	06/08/18
-43472	BARBARA J. PETERSON	1541.97	06/08/18
-43471	BRENDA SCHMIDT	1504.44	06/08/18
-43470	SHAWN WENKO	2905.23	06/08/18
-43469	KATHY HAVSKJOLD	92.05	06/08/18
-43468	VIVIAN KALMIK	392.34	06/08/18
-43467	AMY A. KRUEGER	2338.60	06/08/18
-43466	SABRINA A RAMEY	1447.02	06/08/18
-43465	JENNIFER STRIETZEL	1326.98	06/08/18
-43464	HEATHER VOLL	1123.64	06/08/18
-43463	THOMAS FRET LAND	1909.02	06/08/18
-43462	TERYAN HAKE	454.65	06/08/18
-43461	JULIE HATTER	1901.54	06/08/18
-43460	TRISTA HENRIE	2186.15	06/08/18
-43459	ROBERT JASON HILLARD	1848.48	06/08/18

-43458	CONNER JACOBSON	186.68	06/08/18
-43457	JAMES POIRRIER	1327.85	06/08/18
-43456	AUSTIN TROTTIER	1295.13	06/08/18
-43455	Derek Booth	608.72	06/08/18
-43454	Tyler D. Carlstad	161.61	06/08/18
-43453	Mathew P. Ekblad	763.26	06/08/18
-43452	Matthew Flaten	461.40	06/08/18
-43451	Joshua Foust	617.46	06/08/18
-43450	Cory J. Hanson	129.29	06/08/18
-43449	Thomas Hartley	323.22	06/08/18
-43448	Brandon Hoffman	292.31	06/08/18
-43447	Blaine C. Jeanotte	231.37	06/08/18
-43446	Kenny Kukuk	632.02	06/08/18
-43445	James Laqua	772.97	06/08/18
-43444	Ryan Lee	1092.83	06/08/18
-43443	Lyle Lordemann	774.21	06/08/18
-43442	Kelly Moody	64.64	06/08/18
-43441	Paul Riely	549.48	06/08/18
-43440	Milton Sluder	628.54	06/08/18
-43439	Brenden L. Stevens	1040.02	06/08/18
-43438	Darwin J. Stevens	546.71	06/08/18
-43437	Michael W. Walters	748.90	06/08/18
-43436	KEVIN POWERS	2261.32	06/08/18
-43435	BRET WILLIAMS	2790.24	06/08/18
-43434	ANDREA DUNTZ	1901.77	06/08/18
-43433	PEGGY MASTERS	1648.08	06/08/18
-43432	CHERYL PIERZINA	2396.55	06/08/18
-43431	DAVID TUAN	3520.58	06/08/18
-43430	not processed in this period	0.00	/ /
-43429	not processed in this period	0.00	/ /
-43428	not processed in this period	0.00	/ /
-43427	JULIE HATTER	1481.36	06/08/18
-43426	not processed in this period	0.00	/ /
-43425	IN HEALTH MERITAIN HEALTH	9977.19	06/11/18
94797	RICHARD RADEMACHER	2165.49	06/08/18
94798	GARY L. GLOVATSKY	2364.88	06/08/18
94799	WYATT ANDREASON	140.81	06/08/18
94800	TY BARBOT	763.26	06/08/18
94801	GARRETT PAINE	140.81	06/08/18
94802	RICHARD S. ODEGARD	2233.47	06/08/18
94803	GREGORY VASSEN	828.01	06/08/18
94804	JOSHUA DAGENAIS	1446.59	06/08/18
94805	WILLIAM M. MCQUISTON	1764.39	06/08/18
94806	JOHN CRISMAN	857.04	06/08/18
94807	RICHARD KIMBALL II	579.43	06/08/18
94808	AMY D. NICKOLOFF	0.00	06/08/18
94809	GREG OSTER	557.61	06/08/18
95055	IAN SCHULTE	2802.50	06/08/18
95056	JUSTIN CHAMPION	1352.03	06/08/18



95057	CHRISTOPHER JAMES	1820.02	06/08/18
95058	JOURNEYS BY JAN	785.00	06/08/18
95059	BRITTANY STORM-ANDERSON	1820.02	06/08/18
95060	AMY D. NICKOLOFF	9908.10	06/08/18
95061	AMY D. NICKOLOFF	1600.76	06/08/18
95062	MONTANA DAKOTA UTILITIES	2414.67	06/11/18
95063	CHAMBER OF COMMERCE	150.00	06/11/18
95064	TAMI BERG	25.00	06/11/18
95065	RICHARD BRESLIN	238.00	06/11/18
95066	BRITTANY SCHWARZENBERG	25.00	06/11/18
95067	26TH STREET LIQUOR	642.20	06/11/18
95068	CHRYSTIN MCGILLIS	125.00	06/11/18
95069	CHRISTINE JENSEN	720.00	06/11/18
95070	not on File	0.00	/ /
95071	not on File	0.00	/ /
95072	DEON GUTIERREZ	383.00	06/12/18
95073	WILLISTON COMMUNITY LIBRARY FOUND	300.79	06/12/18
95074	Christ Scheen	1530.00	06/12/18
95075	NORTHWEST SUPPLY & R&R TROPHIES I	1648.70	06/12/18
95076	COLLECTION CENTER, INC.	575.56	06/13/18
95077	STEPP MFG	45117.00	06/13/18
95078	JUSTIN CHAMPION	711.00	06/13/18
95079	VISA	1160.19	06/13/18
95080	AMB	5859.91	06/13/18
95081	AMB	5693.39	06/13/18
95082	MONTANA DAKOTA UTILITIES	3258.06	06/18/18
95083	BCN Telecom, Inc	433.59	06/18/18
95084	CHARLES WILDER	1200.00	06/18/18
95085	FIRST NATIONAL BANK	2977.56	06/18/18
95086	MISS ND SCHOLARSHIP PAGEANT	50.00	06/18/18
95087	ROERS DEVELOPMENT	30000.00	06/19/18
95088	ND POST BOARD	25.00	06/19/18
95089	AT&T	97.33	06/19/18
95090	SECRETARY OF STATE	36.00	06/19/18
95091	SCOT ALLEN	1150.00	06/19/18
95092	NEOPOST	1208.13	06/21/18
95093	not processed in this period	0.00	/ /
95094	not processed in this period	0.00	/ /
95095	not processed in this period	0.00	/ /
95096	not processed in this period	0.00	/ /
95097	not processed in this period	0.00	/ /
95098	not processed in this period	0.00	/ /
95099	not processed in this period	0.00	/ /
95100	not processed in this period	0.00	/ /
95101	not processed in this period	0.00	/ /
95102	not processed in this period	0.00	/ /
95103	not processed in this period	0.00	/ /
95104	not processed in this period	0.00	/ /
95105	not processed in this period	0.00	/ /

95106	not processed in this period	0.00	/ /
95107	not processed in this period	0.00	/ /
95108	AMERICAN STATE BANK	850184.91	06/21/18
95109	WILLISTON PARK DISTRICT	847379.09	06/21/18
95110	not processed in this period	0.00	/ /
95111	not processed in this period	0.00	/ /
95112	not processed in this period	0.00	/ /
95113	not processed in this period	0.00	/ /
95114	not processed in this period	0.00	/ /
95115	not processed in this period	0.00	/ /
95116	not processed in this period	0.00	/ /
95117	not processed in this period	0.00	/ /
95118	not processed in this period	0.00	/ /
95119	not processed in this period	0.00	/ /
95120	not processed in this period	0.00	/ /
95121	not processed in this period	0.00	/ /
95122	not processed in this period	0.00	/ /
95123	not processed in this period	0.00	/ /
95124	11TH STREET PROPERTY, LLC	6000.00	06/21/18
95125	ACE HARDWARE & FLOORING	202.87	06/21/18
95126	AFFORDABLE TOWING	390.00	06/21/18
95127	AGRI INDUSTRIES, INC.	9.18	06/21/18
95128	ALAN BILLEHUS	239.04	06/21/18
95129	ALL AROUND SPORTS, LLC	199.00	06/21/18
95130	ALLIANCE CONSULTING LC	9450.00	06/21/18
95131	AMERICAN WELDING & GAS	12765.01	06/21/18
95132	AMERIPRIDE LINEN AND APPAREL SERV	1621.72	06/21/18
95133	ANTHONY D. DUDAS	1294.81	06/21/18
95134	AQUINO APOLIS	64.50	06/21/18
95135	ASHLEY R. CELANDER	187.50	06/21/18
95136	AUTO VALUE	290.97	06/21/18
95137	BADLANDS STEEL, INC	57.10	06/21/18
95138	BAKER & TAYLOR CO.	267.26	06/21/18
95139	BASIN PRINTERS, INC.	10.00	06/21/18
95140	BERRY DAKOTA	232.00	06/21/18
95141	Best Choice Cleaning Service, LLC	540.00	06/21/18
95142	BOOK SYSTEMS, INC.	990.00	06/21/18
95143	BOOKS ON BROADWAY	253.04	06/21/18
95144	BORDER STATES ELECTRIC	872.84	06/21/18
95145	BRAATEN PLUMBING, INC	1376.97	06/21/18
95146	BSH TOWING	100.00	06/21/18
95147	BURNS & MCDONNELL ENGINEERING CO,	163881.65	06/21/18
95148	BUTLER MACHINERY CO.	444.02	06/21/18
95149	C & D WATER SERVICES	64.50	06/21/18
95150	CALIFORNIA CONTRACTORS SUPPLIES I	719.28	06/21/18
95151	Capital One Commercial	98.91	06/21/18
95152	CAR QUEST	47.76	06/21/18
95153	CASH WISE FOODS	375.48	06/21/18
95154	CDW GOVERNMENT	1089.24	06/21/18

95155	CERTIFIED LABORATORIES	4485.00	06/21/18
95156	CHAMBER OF COMMERCE	1000.00	06/21/18
95157	CHI ST ALEXIUS OCCUPATIONAL CLINI	330.00	06/21/18
95158	CHRISTOPHERSON'S TIN	575.70	06/21/18
95159	CITY OF WILLISTON	16.19	06/21/18
95160	CITY OF WILLISTON	2688.89	06/21/18
95161	CIVIL SCIENCE	8573.00	06/21/18
95162	COACH TRUCK & TRACTOR, LLC	3501.41	06/21/18
95163	COLONIAL RESEARCH	2969.29	06/21/18
95164	CORPORATE TRANSLATION SERVICES, I	64.23	06/21/18
95165	COUNTRY FLORAL	170.00	06/21/18
95166	CRAIG'S SMALL ENGINE REPAIR	56.31	06/21/18
95167	CUMMINS SALES AND SERVICE	746.57	06/21/18
95168	DACOTAH PAPER CO.	372.72	06/21/18
95169	DAKOTA FIRE EXTINGUISHERS	2969.00	06/21/18
95170	DAKOTA SUPPLY GROUP	13046.32	06/21/18
95171	DEGENSTEIN'S AUTO PLUS	375.00	06/21/18
95172	DESTINATION MARKETING ASSOC INTL	1500.00	06/21/18
95173	DISCOVERY BENEFITS	110.00	06/21/18
95174	DMC WEAR PARTS LLC	1369.48	06/21/18
95175	DPC INDUSTRIES, INC	3136.40	06/21/18
95176	EC Electric	157.56	06/21/18
95177	ELECTRIC & MAGNETO, INC.	83.99	06/21/18
95178	EMERGENCY MEDICAL PRODUCTS	1481.04	06/21/18
95179	EMRY'S LOCKSMITHING	49.70	06/21/18
95180	ENVIRONMENTAL TOXICITY CONTROL, I	325.00	06/21/18
95181	EPG COMPANIES, INC.	6102.71	06/21/18
95182	ETSYSTEMS, INC.	765.16	06/21/18
95183	EXPERT AUTO GLASS	400.00	06/21/18
95184	Explosive Pyrotechnics LLC	18750.00	06/21/18
95185	FASTENAL COMPANY	58.00	06/21/18
95186	FEDEX	111.33	06/21/18
95187	FEE INSURANCE AGENCY, INC	3134.92	06/21/18
95188	FIKRE ARAYA	25.00	06/21/18
95189	FIRE SAFETY USA, INC.	670.00	06/21/18
95190	FORT UNION SUPPLY & TRADE	652.40	06/21/18
95191	FRONTIER PRECISION, INC.	228.00	06/21/18
95192	G & R CONTROLS, INC	187.50	06/21/18
95193	GAFFANEY'S	433.45	06/21/18
95194	GOOSENECK IMPLEMENT	276.86	06/21/18
95195	GRAYMONT WESTERN CANADA	29134.10	06/21/18
95196	GREEN THUMB WEED SERVICE LLC	280.00	06/21/18
95197	HAMERS AUTOMOTIVE	2605.00	06/21/18
95198	HANDY ANDY'S NURSERY	199.30	06/21/18
95199	HAWKINS, INC.	20631.36	06/21/18
95200	Heck Built LLC	459.00	06/21/18
95201	HOME OF ECONOMY	150.00	06/21/18
95202	HORIZON RESOURCES	36458.50	06/21/18
95203	HOSE AND RUBBER SUPPLY	73.49	06/21/18

95204	IBM CORPORATION	963.50	06/21/18
95205	INK SPOT PRINTING	114.86	06/21/18
95206	INNOVATIVE OFFICE SOLUTIONS LLC	146.72	06/21/18
95207	INTERSTATE BILLING SERVICE, INC	8607.69	06/21/18
95208	J & M SIGN AND FABRICATION	6680.00	06/21/18
95209	J.M. MARSCHUETZ CONSTRUCTION CO	168190.79	06/21/18
95210	JE DUNN CONSTRUCTION	1773693.75	06/21/18
95211	JOHN NEWBURG	25.00	06/21/18
95212	JOHNSON CONTROLS	384.00	06/21/18
95213	JOLEEN S. TINKER	52.50	06/21/18
95214	JOURNEYS BY JAN	825.00	06/21/18
95215	KODET ARCHITECTURAL GROUP, INC.	39600.05	06/21/18
95216	KOTANA COMMUNICATIONS	137.90	06/21/18
95217	Krueger International, Inc	2892.45	06/21/18
95218	KYLE HELSTAD	500.00	06/21/18
95219	L-TRON CORPORATION	658.00	06/21/18
95220	LEANN ESTERBY	450.00	06/21/18
95221	LEXIS NEXIS	62.00	06/21/18
95222	LYNN CARD COMPANY	98.90	06/21/18
95223	M-B COMPANIES, INC.	128.95	06/21/18
95224	MACMASTER LAW FIRM, LTD TRUST ACC	1250.00	06/21/18
95225	MARTIN CONSTRUCTION INC	993669.90	06/21/18
95226	MATERIAL TESTING SERVICES, LLC	2103.00	06/21/18
95227	MCCODY CONCRETE PRODUCTS, INC	1293.07	06/21/18
95228	MEDQUEST INC	26.00	06/21/18
95229	MENARDS	1248.41	06/21/18
95230	MERCY MEDICAL CENTER	1162.00	06/21/18
95231	MICROMARKETING ASSOCIATES	66.03	06/21/18
95232	MIDCONTINENT COMMUNICATIONS	95.00	06/21/18
95233	MIKEY'S COUNTRY CANDY	372.40	06/21/18
95234	MON-DAK HTG & PLG, INC.	1030.00	06/21/18
95235	MONDAK HARDWARE, INC	265.03	06/21/18
95236	MONDAK PORTABLES LLC	83.10	06/21/18
95237	MONTANA DAKOTA UTILITIES	7024.24	06/21/18
95238	MUNICIPAL EMERGENCY SERVICES, INC	2289.69	06/21/18
95239	MUNICIPAL GOVERNMENT ACADEMY	30.00	06/21/18
95240	NAPA AUTO PARTS	1332.81	06/21/18
95241	ND DEPT OF HEALTH	141.22	06/21/18
95242	ND ONE CALL	13.20	06/21/18
95243	NEMONT	8395.14	06/21/18
95244	NMN, INC.	2055.10	06/21/18
95245	NORTH DAKOTA RECYCLING SERVICES	60.00	06/21/18
95246	NORTHERN IMPROVEMENT COMPANY	440075.17	06/21/18
95247	NORTHWEST SUPPLY & R&R TROPHIES I	514.85	06/21/18
95248	OCLC, Inc.	582.05	06/21/18
95249	OFFICE DEPOT	91.22	06/21/18
95250	OK TIRE STORE	79.95	06/21/18
95251	OVERLAND AERIAL PHOTOGRAPHY	325.00	06/21/18
95252	POLAR REFRIGERATION LLC	270.70	06/21/18

95253	PRAXAIR DISTRIBUTION INC.	685.76	06/21/18
95254	PREBLE MEDICAL SERVICES, INC	282.00	06/21/18
95255	PREMIER SPECIALTY VEHICLES, INC.	604.25	06/21/18
95256	PRO SAFE SERVICES, INC	385.00	06/21/18
95257	QUILL CORPORATION	1239.38	06/21/18
95258	RECORD KEEPERS LLC	32.00	06/21/18
95259	RED ROCK FORD	78.95	06/21/18
95260	RICHARD A. JOHNSON	3559.21	06/21/18
95261	ROADWORX, LLC	18919.95	06/21/18
95262	ROBERT VANWINKLE	25.00	06/21/18
95263	SANITATION PRODUCTS	169.47	06/21/18
95264	SARAH HILTON	109.50	06/21/18
95265	SERVICE FIRST CLEANING & RESTORAT	138.00	06/21/18
95266	SHIRTWORX	100.00	06/21/18
95267	SIDDONS-MARTIN EMERGENCY GROUP	61.20	06/21/18
95268	STONY CREEK RENTALS, LLC	4500.00	06/21/18
95269	STRATA CORPORATION	2419.20	06/21/18
95270	THEODORE VANGRINSVEN	25.00	06/21/18
95271	TRACTOR & EQUIPMENT CO.	11267.49	06/21/18
95272	TRANSUNION RISK & ALTERNATIVE	86.80	06/21/18
95273	TRAVIS PETERSON	25.00	06/21/18
95274	TRI-COUNTY GLASS	35.00	06/21/18
95275	TRIANGLE ELECTRIC	599.46	06/21/18
95276	ULTEIG	137578.59	06/21/18
95277	USA BLUEBOOK	2312.31	06/21/18
95278	VISA	1318.61	06/21/18
95279	VISA	3758.11	06/21/18
95280	VISA	2872.93	06/21/18
95281	WILLIAMS COUNTY AUDITOR	8026.88	06/21/18
95282	WILLIAMS COUNTY SHERIFF'S OFFICE	20550.00	06/21/18
95283	WILLIAMS SCOTSMAN, INC.	509.00	06/21/18
95284	Williston Auto	9.70	06/21/18
95285	WILLISTON COMMUNITY LIBRARY	220.60	06/21/18
95286	WILLISTON CONVENTION & VISITOR BU	408.31	06/21/18
95287	WILLISTON FIRE & SAFETY	532.40	06/21/18
95288	WILLISTON HERALD	2349.35	06/21/18
95289	WILLISTON PD PETTY CASH	118.59	06/21/18
95290	WILLISTON RURAL FIRE PROTECTION D	5293.14	06/21/18
95291	WILLISTON TIRE CENTER	3780.24	06/21/18
95292	WILTEC SOLUTIONS	55.00	06/21/18

Total Claims: \$5,895,169.90

Total Payroll: \$591,068.24

Grand Total: \$6,486,238.14

# of Checks: 588

- 2) Business Licenses
  - a. All in Trucking – Bulk Storage
  - b. Storbakken & Sons Construction – Bulk Storage
  - c. Badlands Steel – Bulk Storage
  - d. Pacific Steel & Recycling – Bulk Storage
  - e. West Dakota Water – Bulk Storage
  - f. MBI Fishing & Rental – Bulk Storage
  - g. The Shop – Tobacco Product Sales
- C. Development Services
- D. Engineering
  - 1) West Williston Drainage – Authorization to Solicit Box Culvert Material Quotes
- E. Authorization to Bid
  - 1) Airport Fueling Operations Area
  - 2) ISN Runway Patch Repair

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the Consent Agenda as presented  
UNANIMOUS BY VOICE VOTE**

- 3. Public Hearings
  - A. Ordinance 1083 – Update to Section 20-2 Food Trucks (First Reading)

Rachel Laqua from Planning and Zoning presented the following;

Rachel indicated she was going to present both public hearings together, Ordinance 1083 and Ordinance 1084, but would like to have separate motions for each.

Ordinance 1083 and 1084 were presented to the Planning and Zoning Commission at the June 18<sup>th</sup> Planning and Zoning Commission meeting. Ordinance 1083 was not a public hearing at this meeting, as it is not a zoning ordinance it is only a City Ordinance. However, they did include a recommendation to approve Ordinance 1083 in their motion, with the recommended changes below;

Rachel asked if the commissioners would like her to go over each individual section or do a summary, Mayor Klug indicated a summary would be fine;

Ordinance 1083 updates the City Ordinance Section 20-2, adding food trucks, 20-2 regulates uses on public property and public spaces, streets, sidewalks, etc. The two changes that were recommended to be changed were;

- 1. Requiring a contract for food, oil and organic waste with a commercial kitchen.
- 2. Restricting on-site parking to ½ hour before and after allowed times for set up and tear down.

There were a couple comments made at the Planning and Zoning meeting;

- 1. The Downtowner's Association requested that a one block barrier around Sumner Nights on Main and Brewfest so that non-participation food trucks are more than a block away.  
**Staff recommendation:** Because this was also a concern briefly brought up by the CVB and Park District, Staff has edited the attached ordinance to require a one block area

around any City, CVB, Park District or Downtown Association sponsored even in which food trucks are not allowed to park, unless specifically allowed by the sponsoring agency.

2. A business owner who operates south of Main Street and 2<sup>nd</sup> Street requested that food trucks be allowed on Main Street and be allowed south of Broadway. This was also a comment heard at the public meeting held on Wednesday June 13<sup>th</sup>. The Police Chief has concern for allowing food trucks on South Main in the early morning hours, as in the past, issues have been caused by allowing congregation of intoxicated individuals. **Staff Recommendation:** Because food trucks on Main Street would be a concern, late at night, but would provide more activity during the daytime, staff has edited the attached ordinance to include an allowance for food trucks on Main Street between 1<sup>st</sup> & 4<sup>th</sup>, only from the hours of 6am to 10pm. In addition, Main Street does have timed, on street parking, so food trucks would only be able to park for two hours at a time between 9am and 5pm on weekdays.

As far as the streets go, currently in the ordinance we have listed four streets (on page 4 of 4); we would like to recommend removing this and have it be done administratively. We would still start out saying these are the streets that we allow food trucks on, but in the future, these changes could be made administratively, so we don't have to come back to the Commission and re-codify these changes every time they happen. We would say food trucks can only park in areas that are approved by City Development Services, Public Works and the Police Department and keep an administrative map of the approved streets.

Rachel also wanted to remind the Commission that with this ordinance the food trucks will also be required to follow public parking laws.

Staff held a public meeting on June 12<sup>th</sup>, in the City Commission chambers. From that, one major question was received, which was whether self-contained trailers would be considered mobile food trucks. The attached ordinance relies on the NDDOH definition of a mobile food unit, which would allow fully self-contained, NDDOH approved trailers to be considered mobile food units. This means that under this ordinance, they would be allowed as mobile food trucks. They would still need to follow all traffic and parking regulations and would need to be removed every night. Staff did hold a second focus group meeting through the Chamber of Commerce, where restaurant owners were invited to discuss the ordinance. Two restaurants attended, one had no comments and one was concerned with the food safety aspect and did not understand placing them in Harvest Hills. The only other comment was received via email, which stated that they hope they don't take up the timed parking on Main Street. Staff has edited the attached ordinance 1083 to address the tow items above and has edited to include the items from the Planning and Zoning Commission meeting. For Ordinance 1083 the recommendation is to approve the ordinance with those changes.

#### B. Ordinance 1084 – Update to Section 25Q Food Trucks (First Reading)

The same comments as above, however, there was an additional comment requiring a Special User Permit to allow a food truck park, in order to examine intent to operate as a food court and the other comment was a business owner has asked if the food trucks were allowed to visit work sites in the area. The business owner at the meeting noted that from his reading of the ordinance, food trucks on private property would need to be located on paved property, so they would not be allowed to operate on many industrial work sites. The Committee specifically chose to not include the Heavy Industrial zoning district in the allowable zoning districts for food trucks to operate in. Worksites do already have the option of specifically contracting with food

trucks to do catering. The Planning and Zoning Commission did not make a motion to change this policy. Rachel also pointed out that the minutes from the Planning and Zoning meeting went out today and indicated there was a correction in regards to signs and the signage on the sides food trucks, we do not regulate this, we only regulate trucks that are used as signs. The Planning and Zoning recommendation was to approve ordinance 1084 with the changes as follows;

1. Requiring a contract for food, oil and organic waste with a commercial kitchen
2. Restricting on-site parking to ½ hour before and after allowed times for set up and tear down.
3. Requiring a Special Use Permit to allow a food truck park, in order to examine intent to operate as a food court.

Mayor Klug asked in regards to public parking lots and Rachel indicated these would need approval from the property owner, in the case of a City lot, the City would have to give approval. Mayor Klug asked if something was in place in regards to approval, Rachel indicated there was an application process, so that these would not have to come back to the Commission.

Commissioner Piesik asked if when they had the public meeting, if there were food truck vendors at that meeting and asked if they were ok with the time limits in the public parking areas, due the time it will take them to set-up and tear down, does that leave them ample time. Rachel indicated that there were some food truck vendors there; however, there were no comments on this. Rachel did indicate that she had had a conversation with a food truck vendor on a different occasion and she indicated this may be enough time for some, but not others. Commissioner Piesik stated this was a concern and may be limiting the food truck vendors due to these time constraints and another thing the Commission should look at is the limited hours on Main Street and wonders why we start at 6am. Rachel indicated this is for Breakfast hours. The removal of waste was also brought up, as far as if a food truck parks on Main Street in front of a business, who is responsible for the trash. Rachel indicated per this ordinance the food truck is responsible. Commissioner Piesik asked if Code Enforcement will be responsible for following up to make sure they have enough garbage's and Rachel indicated they will, however, Mayor Klug stated he feels people will be walking down the street and use the garbage's on Main Street. Commissioner Piesik asked how the Commission feels about the restricted time and were there any worries in regards to parking or hoping the trucks will go to larger lots and is the two hours enough time. Mayor Klug indicated we were taking baby steps and will have to see how things go.

Commissioner Piesik also stated she was at the Planning and Zoning meeting and one question that was never answered was; what is the hurry for this ordinance, this year. Rachel indicated it was a hope to be able to use it this summer and Commissioner Piesik asked Rachel if they feel confident that they have addressed all the necessary areas. Rachel indicated the Committee put a lot of effort into this ordinance and used the National League of Cities as a model, they also used Fargo and Bismarck as models and hopefully we have covered the vast majority of things, however, things may come up after it starts operating.

Mayor Klug indicated the Departments approving the food trucks have a broad stroke on what to do and not to do.

Mayor Klug opened a public hearing as indicated if anyone would like to comment on either item, Ordinance 1083 & 1084, to approach the podium, indicated which ordinance they are



commenting on, any specific issues, state name for the record. Mayor Klug asked if anyone would like to speak.

Mara McStay approached the podium and indicated her business is going to be the Rolling Joint and her concern is, she would like to extend the hours to accommodate the bar crowd.

Gerald Miller approached the podium and indicated he was speaking to both items; his comments were in regards to washing hands, rubber gloves and hair nets. Can they plug into the City power so they don't have to run the noisy generators, would this be something to consider. In regards to the time limits, say on Thursday nights could they go half the night then move, then that would only be one move.

Bob Horab spoke in regards to the contracts for the Industrial areas, back in the 80's when they had the "Roach Coaches" where the food was prepared, they would stop and sell then move on to the next business. It was mentioned this may fall under a different ordinance, but does not understand contracting in Industrial areas, does not know what this contract would look like and indicated the Snap on Tool man comes around to sell tools and he does not have a contract. Another regulation was the truck has to be placed on a paved surface and could not be allowed on a gravel area and private parking lots, if those would be to the owner's discretion to allow operating times. At the Planning and Zoning meeting this included some of the Highway Commercial Corridor areas.

Mayor Klug asked a second time if anyone would like to comment on either of these items, he asked a third time, hearing none, Mayor Klug closed the public hearing.

Mayor Klug indicated we would now take Ordinance 1083.

Mayor Klug asked for discussion, as this is the first reading, so concerns can be brought forward on a second reading.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the first reading of Ordinance 1083 subject to the changes that Rachel has identified more specifically on the end time being 10pm Central Standard Time and the streets can be identified administratively with the department heads signing off**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

Mayor Klug indicated we would now take Ordinance 1084.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the first reading of Ordinance 1084 with the comments presented from Rachel and identified in such presentation**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

4. Bid Openings
  - A. Sand/Salt Structure Salvage and Removal – Public Works

Dave Bell Director of Public Works presented the following;

As part of our Public Works expansion project we advertised for the Sand/Salt Structure salvage and removal, we opened bids on Tuesday, June 19<sup>th</sup>; we had one acceptable bid from Red River Supply, with a removal completion date of July 31<sup>st</sup>. We recommend the award of the Sand/Salt Structure Salvage and Removal to Red River Supply in the amount of \$2,000.

Mayor Klug asked if we have a Hold Harmless Agreement on that building, Dave indicated we do.

**Motion by Piesik, Seconded by Cymbaluk to make a motion to award the removal of the Sand/Salt Structure Salvage and Removal to Red River Supply as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

5. Ordinances
  - A. Ordinance 1082 – Update to the Subdivision Ordinance (Second Reading)

Rachel Laqua from Planning and Zoning presented the following;

This is the second reading of Ordinance 1082 – Update to the Subdivision Ordinance; this is the final draft of the first phase of our update. There were no public comments at the first reading and it was approved. If the second reading is approved, this will go into effect immediately. There are two cases for the month of July that will be transitioned from short plats to administrative review plats. Recommendation is to approve the second reading.

Commissioner Cymbaluk asked to clarify Phase one is the first 19 pages of 41 and Rachel stated this is correct.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the second reading of Ordinance 1082 as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

B. Ordinance 1085 – Property Maintenance Board (Second Reading)

Mark Schneider Director of Development Services presented the following;

This is the second reading of Ordinance 1085, which amends Ordinance 1054, the reason this has come up is due to verbiage that was in 1054 where originally we called this the City Weed Board, whereas the City does not have a Weed Board, however, Williams County does and this is contradictory. We want to re name it the Property Maintenance Board. The second part of this ordinance also indicated we would advertise for tall grass throughout the months of April-September, last season we were mowing into November. We are changing the verbiage to read throughout the growing season, to allow us to enforce until November-December if necessary. This has been reviewed by City Attorney Taylor Olson, the Code Enforcement Team, Kelly our Office Administrator and myself. We recommend approval of Ordinance 1085.

**Motion by Brostuen, Seconded by Piesik to move for approval of the second reading of Ordinance 1085 as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

6. Petitions, Communications and Remonstrance's

A. Williston Chamber of Commerce – Request for Street Closure – Crazy Days

Mayor Klug stated that these requests are usually pretty standard, however, there are some concerns with this one.

Commissioner Cymbaluk indicated he does not have a problem with the request itself, however, he feels they do not need to go beyond the alleyway, going eastbound on 16<sup>th</sup> and feels it is sufficient enough from 2<sup>nd</sup> going to the alleyway. They are asking for the entire block and you have homeowners and this is their main access and they cannot be cut off.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the request but the designated area would stop at the alleyway between 1<sup>st</sup> Avenue West and 2<sup>nd</sup> Avenue West as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

7. Report of Commissioners
  - A. President of the Board
    - 1) **Portfolio Discussion**

Mayor Klug presented the following;

After new Commissioners are elected, generally this is a time that we assign portfolios, since there was no change in the make-up of the Commission, at this time, I am recommending that we are going to leave the portfolio's as is, but take another look at them around November-December. In case of any transition that may need to be made in a year or two, we can have a discussion among the Commissioners, in regards to where they fit and what they would like to do and what their plans are. This is my recommendation, unless I hear any opposition, things will remain status quo for now.

- 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) KLJ Task Order 23 Amendment 2

Anthony Dudas Airport Director presented the following;

We originally contracted with KLJ to design these navigational aids, which involved the design of the grading, the procurement of those and the coordination with the FAA to ensure the new systems will be supported by them moving forward. This original agreement made a reasonable effort to adapt those documents that the FAA was planning to provide for these facilities. Unfortunately a large portion of the documentation did not include standard drawings and documentation, but actually consisted of copies of drawings and design data from similar airport installation projects throughout the region. The FAA does not build new navigational aids very frequently anymore. Through extensive coordination with the FAA and senior level involvement from KLJ's design and engineering team, they had to work through considerable amounts of effort to work through culturally sensitive areas that were found throughout the construction of the airport, procurement as changes in facilities were deemed necessary for new types of glide slopes and localizers and things of this nature that the FAA now currently supports vs. things we have at Sloulin Field. One of the other alternatives, Reimbursable Agreement #5, which involves the FAA coordination for the actual construction of these facilities, involved a very extensive amount of effort from our Program Coordination Team, City Staff, as well as KLJ design team for these facilities, because of all of these details, KLJ has requested a design amendment to cover the work they have already completed, all this has been reviewed and feel this is a reasonable amount to cover the work done. The original task order amount was \$596,000., there was prior amendment #1 in the amount of \$13,720. and this amendment is for \$114,500.57. I recommend approval of KLJ Task Order 23 Amendment 2, in the amount of \$114,500.57.

Mayor Klug asked about the National Weather Service. Anthony indicated the coordination also involved the automated surface observation system, which is the weather reporting station at Sloulin Field, which will be relocated to the new airport. Mayor Klug asked if this is where will get all of our official weather data, from that location, Anthony indicated this is correct.

**Motion by Brostuen, Seconded by Piesik to move for approval of KLJ Task Order 23 Amendment 2, in the amount of \$114,500.57**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

2) FAA Reimbursable Agreement #5

The purpose of this agreement between the FAA and the City is to support the project to establish the new airport and decommission the existing airport. The agreement includes oversight of construction, electronic installation and flight inspection in support of the establishment of the following Navigational Aids at XWA:

1. Distance measuring equipment
2. Glideslope
3. Localizer
4. MALSR light system
5. Glideslope shelter
6. Localizer shelter
7. MALSR shelter

The agreement will also include oversight of the discontinuance of the following existing FAA facilities at Sloulin Field:

1. Glideslope
2. Localizer
3. MALSR Light System

The reason why we are installing new Navigational Aids at XWA vs. relocating them from Sloulin Field is we would have to go a substantial amount of time at both locations without those systems in place, which would create very significant operational challenges during poor weather. A full explanation of the FAA's responsibilities can be found in the reimbursable agreement in your commission packet. The FAA requires that the City pays up front the estimated costs associated with the tasks outlined. Should the full amount of the agreement be expended, the remaining dollars will be refunded to the City upon completion and closeout of the project. Additionally, these costs will be eligible for FAA entitlement grant reimbursement in the future. This agreement does not cover the City's requirement to oversee the construction of these facilities. The NAVAID construction CA/CO services agreement will be forthcoming. I recommend approval of Reimbursable Agreement #5 in the amount of \$1,290,344.88.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the Reimbursable Agreement #5 in the amount of \$1,290,344.88 as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

8. Report of Departments
  - A. Administration
  - B. Auditor and Finance
    - 1) Official Canvass of June 12, 2018 Primary Election Results

John Kautzman City Auditor presented the following;

A recap memo was provided with the results of the election, reflecting Howard Klug as the winner of the President of the Board with 2,006 votes. The Board of City Commissioners area, the top vote getter was Tate Cymbaluk with 1,460, Chris Brostuen with 1,128, followed up by Darren Schmidt with 1,062, William Holler with 614 and Griffin Nelson with 270. Municipal Court Judge, Janet Zander, only one on the ballot with 2,060. The Park Board had three candidates for a 4-year term, Kelly Heller 1,813, Rheanda Axtman 1,719 and Jeffery Larson 1,659. Winners being Howard Klug, Tate Cymbaluk, Chris Brostuen, Janet Zander, Kelly Heller, Rheanda Axtman and Jeffery Larson. I ask that this be recorded in the official minutes as an official record.

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

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- C. Attorney
- D. Public Works
  - 1) Consultant Services Agreement for Security & Technology Design - New Public Works Facility

Dave Bell Director of Public Works presented the following;

As part of Phase II of the Public Works Facility project, our IT support service does not include system planning to plan and design various communications and security systems required for the facility. Faith Group, LLC, has been retained by the City to design the IT systems for the new airport, because of that, the Public Works Facility project team feels they could also be a good fit for our project. Faith Group, LLC, has submitted a proposal for planning and design with a total fee of \$78,500. I would also like to recommend the Mayor be authorized to sign the agreement of the City's behalf.

**Motion by Piesik, Seconded by Brostuen to make a motion to approve Faith Group for planning and designing of the new Public Works Building for a total fee of \$78,500., and recommend the Mayor be authorized to sign the agreement on the City's behalf as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- E. Engineering
- 1) Change Order #2 – 14<sup>th</sup> Avenue W Mill & Overlay – Concrete Utility Adjustment Collars

Bob Hanson City Engineer presented the following;

It has long been the practice of City paving projects to require man hole and gate valve casting to be adjusted to the grade of the new asphalt surface with the excavation needed to make this adjustment patched with asphalt. This method of adjustment has not always worked out very well and other communities have been patching these utility adjustment excavations with concrete with more consistent results. The contractor, Knife River has offered change order #2 to install these concrete utility adjustments, as listed in my memo, which I now see has a math error and the correct total cost is \$16,640.20. This cost is well within our cost estimates and budgets and I would recommend approval.

**Motion by Piesik, Seconded by Cymbaluk to make a motion to accept Knife River's Change Order #2 for the 14<sup>th</sup> Avenue West Mill and Overlay project in the amount of \$16,640.20 for the installation of concrete utility adjustment collars as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) Change Order #1 – 2018 Mill & Overlay – Concrete Utility Adjustment Collars

This is for Street Improvement District 18-2 and also involves the concrete utility adjustment collars, the prices offered by Knife River are the same as the previous change order. The total cost is \$17,460 and I recommend approval.

**Motion by Brostuen, Seconded by Piesik to move that the City Commission accept Knife River's Change Order #1 for Street Improvement District 18-2 in the amount of \$17,460., for the installation of concrete utility adjustment collars as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 3) **Street Reconstruction Project 17-2**

This is the project behind the First Lutheran Church for the asphalt paving operations that are underway. The paving contractor is working under a very tight paving schedule and would like to be finished by Friday and is concerned about weather. They are requesting permission to pave later than our normal shut down times of 10pm and would like to be able to extend until dark, approximately 10:30pm and the rolling operations would continue for up to 60-90 minutes after, extending to 11-11:30pm. Our City Ordinance requires contractors to shut down at 10pm

and they are asking for extend hours for Tuesday and Wednesday, since they are in a residential neighborhood.

Commissioner Cymbaluk asked if the people in the neighborhood will be notified and Bob indicated we can notify them, at least attempt to notify them. Commissioner Cymbaluk indicated we need to get this project done. Bob indicated if we lose the contractor, it may take several weeks to get them back to finish.

Commissioner Piesik asked to clarify this is for Tuesday and Wednesday nights, Bob indicated this is correct.

**Motion by Cymbaluk, Seconded by Piesik to make a motion to approve Mr. Bob Hanson's request and to the best of your ability to give the residential neighbors notice**

**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
  - 1) Right-of-Way Easement Agreement and Declaration of Deed Restriction for Lot 7 of Town & Country Second Subdivision in Williams County, North Dakota – Carl Stennes and Dales Stennes

Rachel Laqua from Planning and Zoning presented the following;

There is a property owner who owns a ½ acre lot, in an area of town that used to be part of the County. He would like to put a house on the lot, however, the Health Department will not allow him to put a septic system on a less than one-acre lot. His father owns the lot next door and the Health Department will allow them to use a joint septic system. In working with the Attorney, the solution we have is to allow Lot 7 & 8 to share a septic system; however, they will be restricted from ever being sold separately. As part of that, the City and the Health Department will be a third party signatory and would both have to sign off if these lots were ever to be sold separately in the future. We recommend the City sign this Deed Restriction.

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

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) Resolution 18-022 – Subdivision Ordinance Fee Schedule

This resolution updates the fee schedule for Subdivision items, adding short plats and accessory farm lot splits to be \$300. The administrative review will stay at \$200 and we recommend approval.



Commissioner Cymbaluk asked if the \$20/acre could be reevaluated and is not sure about this and does not understand the rationale behind this fee. Rachel indicated she would do so.

Mayor Klug asked to clarify what the issue is. Commissioner Cymbaluk indicated they are paying for the plat then we are charging an additional \$20/acre, this issue has come up a few times and feels this fee needs to be reevaluated. Rachel stated the City pays the recordation fee at the moment, for Subdivisions, which at times, can be costly.

**Motion by Brostuen, Seconded by Cymbaluk to move for approval**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

3) Resolution 18-023 – Food Truck Fee Schedule

This resolution creates a fee schedule for mobile food trucks and would require a \$1,000., application/license fee. This cost was mentioned at the public meeting on June 13<sup>th</sup> and there were no comments. Staff recommends approval of Resolution 18-023.

**Motion by Cymbaluk, Seconded by Piesik to make a motion to approve Resolution 18-023 as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

4) NDDOT Main Street Demonstration Project

These agreements were signed earlier this week due to the time frame of this project and we are requesting that they are ratified at the City Commission meeting tonight. The agreements allow the City to enter and alter the NDDOT's right of way for the purpose of the NDDOT's Demonstration project, which is being stripped now. The NDDOT's Demonstration Project is a statewide project with various cities which allows cities to try out new transportation alternatives; some cities are creating temporary roundabouts, bike paths, etc. Williston's project expanded beyond the scope of the project, which is why there are two agreements. This was necessary due to road configurations. Williston's project changed Main Street from 6<sup>th</sup> Street north to 11<sup>th</sup> Street into a three lane section with north and south bound run lanes. The intersection at 11<sup>th</sup> Street also will receive some pedestrian improvements, including more visible crosswalks and sharrow markings and bike lanes, on both sides. We will be doing public input events on Thursday June 28<sup>th</sup>, Thursday July 5<sup>th</sup>, Saturday July 7<sup>th</sup> and Thursday July 12<sup>th</sup>. Parks and the Police Department will be putting on events in Harmon Park on those Thursday main events and Saturday Morning it will be at the Farmers Market, we will have comment boards. Parks Department for Thursday night has a poker run, bike wash and a license making station. Staff recommends ratification of the previously signed documents.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to so move as presented****AYE: Cymbaluk, Brostuen, Bekkedahl, Piesik and Klug****NAY: None****ABSENT AND NOT VOTING: None****CARRIES: 5-0**

- I. Economic Development
- J. Airport
  - 1) C&J Energy 1 Year Electronic Advertising Lease

Anthony Dudas Airport Director presented the following;

This agreement with C&J Energy is to advertise in the airport on our electronic screens. This agreement is \$2,000., for one year and we do recommend approval.

**Motion by Brostuen, Seconded by Cymbaluk to move for approval  
UNANIMOUS BY VOICE VOTE**

- 2) Halliburton 1 Year Electronic Advertising Lease

This agreement with Halliburton is to advertise in the airport on our electronic screens. This agreement is \$2,000., for one year and we do recommend approval.

**Motion by Brostuen, Seconded by Cymbaluk to move for approval  
UNANIMOUS BY VOICE VOTE**

- K. Convention and Visitor's Bureau
- 9. Appointments and Consultations with Officers
  - A. Williston Community Library Board of Trustees – Laura Nygard

Andrea Placher Library Director presented the following;

The Williston Community Library Board of Trustees would like to inform you that member Laura Nygard will have served one full term by June 2018 and is willing to serve another three-year term. She is currently our Secretary and an avid Library user and we recommend letting her serve another three-year term.

**Motion by Cymbaluk, Seconded by Piesik to make a motion to approve as presented  
UNANIMOUS BY VOICE VOTE**

- 10. Unfinished Business
  - A. City Hall Remodel – Architect RFQ

Mayor Klug entertained a motion to table this item until the next meeting.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to table as presented  
UNANIMOUS BY VOICE VOTE**

- 11. New Business

- 12. Executive Session
- 13. Adjourn meeting at 7pm

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

---

Howard Klug, President  
Board of City Commissioners

---

John Kautzman, City Auditor