

**Official Proceedings  
Board of City Commissioners  
December 23, 2019 - 6:00 pm  
Williams County Commission Room  
County Administrative Building – Williston, North Dakota**

1. Roll Call of Commissioners and Pledge of Allegiance

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

**COMMISSIONERS ABSENT:** None

**OTHERS PRESENT:** Dave Tuan, Karen Larson, Bob Hanson, Anthony Dudas, Rodney Dickerson, Jason Catrambone, Kenny Bergstrom, Mark Schneider, Shawn Wenko, Chery Pierzina and Amy Krueger

Mayor Klug presented a quorum and started the meeting with the Pledge of Allegiance

**CHANGES TO AGENDA:** None

2. Consent Agenda
  - A. Reading and Approval of Minutes
    - 1) Regular Meeting: December 10, 2019
  - B. Auditor and Finance
    - 1) Accounts, Claims and Bills
      - a. December 6 – 20, 2019

For checks between: 12/06/19 - 12/20/19

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Check #	Vendor/Employee/Payee Number/Name	Check Amount	Date Issued
105003	CLERK OF DISTRICT COURT	750.00	12/06/19
105004	CLERK OF DISTRICT COURT	750.00	12/06/19
105005	QUILL CORPORATION	489.41	12/06/19
105006	CLERK OF DISTRICT COURT	100.00	12/06/19
105007	WALMART RESTITUTION RECOVERY	96.00	12/06/19
105008	GREGORY STEVENS	750.00	12/06/19
105009	SECRETARY OF STATE	36.00	12/09/19
105010	SECRETARY OF STATE	36.00	12/09/19
105011	SECRETARY OF STATE	10.00	12/09/19
105012	NORTHLAND TRUCK SALES, INC.	148900.00	12/09/19
105013	WEX BANK	10060.50	12/10/19

105014	VISA	1027.05	12/10/19
105015	VISA	824.90	12/10/19
105016	AMERICAN POLYGRAPH ASSOCIATION	150.00	12/10/19
105017	ND POST BOARD	45.00	12/10/19
105018	STEPHANIE WELLMAN	100.00	12/10/19
105019	D&B POWDERCOATING	216.00	12/10/19
105020	MARCO TECHNOLOGIES LLC (MPLS)	159.02	12/10/19
105021	SWANSTON EQUIPMENT CORPORATION	748.14	12/10/19
105022	USABLE LIFE	203.36	12/10/19
105023	WILLISTON HERALD	3487.19	12/11/19
105024	MONTANA DAKOTA UTILITIES	3387.90	12/11/19
105025	ANDREW HUNTER SMITH	400.00	12/11/19
105026	TAVARIS ALLEN	400.00	12/11/19
105027	VERIZON WIRELESS	9334.30	12/11/19
105028	NEOPOST	956.63	12/11/19
105029	MARCO TECHNOLOGIES LLC (ST. LOUIS)	502.75	12/11/19
105030	BCN Telecom, Inc	430.24	12/11/19
105031	Christ Scheen	1500.00	12/11/19
105032	VISA	194.12	12/11/19
105033	VISA	482.04	12/11/19
105034	VISA	660.23	12/11/19
105035	VISA	672.88	12/11/19
105036	VISA	347.09	12/11/19
105037	VISA	329.43	12/11/19
105038	VISA	487.40	12/11/19
105039	VISA	48.59	12/11/19
105040	VISA	126.09	12/11/19
105041	MOUNTRAIL-WILLIAMS REC	29.00	12/12/19
105042	Newmark Grubb Zimmer	22230.00	12/12/19
105043	MEDICO LIFE	75.70	12/12/19
105044	HILL ENTERPRISES LLC	187163.01	12/12/19
105045	THE SHOPPER	525.00	12/13/19
105046	THE SHOPPER	168.00	12/13/19
105047	KXMC	260.00	12/13/19
105048	JEFFREY RISELING	400.00	12/17/19
105049	MARIA MUNOZ	150.00	12/17/19
105050	BRANDON SHICK	30.00	12/17/19
105051	SERWAA FORSON	750.00	12/17/19
105052	WARREN WILLIAMS	350.00	12/17/19
105053	WALMART RESTITUTION RECOVERY	52.30	12/17/19
105054	26TH ST LIQUOR	168.00	12/17/19
105055	WALMART REST RECOVERY	19.00	12/17/19
105056	COATES RV WILLISTON	705.00	12/17/19

105057	BRADLEY STROUTH	25.46	12/17/19
105058	VISA	4321.79	12/17/19
105059	HORIZON RESOURCES	328.03	12/17/19
105060	MONTANA DAKOTA UTILITIES	1789.81	12/17/19
105061	SAMSARA NETWORKS, INC.	9648.00	12/18/19
105062	AMERICAN STATE BANK	105.00	12/18/19
105063	WILLIAMS COUNTY TREASURER/RECORDER	1842.60	12/18/19
105064	VIOLET E HUNTLEY	10156.15	12/18/19
105065	MONTANA DAKOTA UTILITIES	10828.20	12/19/19
105066	CITY AUDITOR'S FUND	468.21	12/19/19
105067	KADRMAS LEE & JACKSON INC	481572.42	12/19/19
105068	ACE HARDWARE & FLOORING	859.92	12/19/19
105069	ACME TOOLS	297.29	12/19/19
105070	ADVANCED BUSINESS METHODS	124.00	12/19/19
105071	ADVANCED ENGINEERING (AE2S)	40423.89	12/19/19
105072	AGRI INDUSTRIES, INC.	362.22	12/19/19
105073	AMANDA PRENTICE	17.50	12/19/19
105074	AMERICAN GENERAL CONTRACTORS, INC	9749.94	12/19/19
105075	AMERICAN WATER WORKS ASSOCIATION	204.00	12/19/19
105076	AMERICAN WELDING & GAS	4895.40	12/19/19
105077	AMERIPRIDE LINEN AND APPAREL SERVICE	1543.97	12/19/19
105078	ANTHONY MANN	205.00	12/19/19
105079	AT&T	115.01	12/19/19
105080	AT&T MOBILITY	82.68	12/19/19
105081	BADLANDS STEEL, INC	694.66	12/19/19
105082	BALCO UNIFORM CO., INC.	360.16	12/19/19
105083	BASIN PRINTERS, INC.	30.00	12/19/19
105084	BATTERIES&BULBS	123.80	12/19/19
105085	BEK CONSULTING, LLC	151831.97	12/19/19
105086	BORDER STATES ELECTRIC	121.91	12/19/19
105087	BORENE LAW FIRM, P.A.	1044.22	12/19/19
105088	BOSS OFFICE PRODUCTS	3421.03	12/19/19
105089	BRADY'S TOWING AND RECOVERY	250.00	12/19/19
105090	BRANDON BALOGH	25.00	12/19/19
105091	BURNS & MCDONNELL ENGINEERING CO	28529.24	12/19/19
105092	C & D WATER SERVICES	87.50	12/19/19
105093	CA TURNER COMPANY	826.40	12/19/19
105094	CARQUEST	564.81	12/19/19
105095	CARSTENSEN CONTRACTING INC	50749.67	12/19/19
105096	CDW GOVERNMENT	346.31	12/19/19
105097	CERTIFIED LABORATORIES	4600.00	12/19/19
105098	CHARLES WILDER	1700.00	12/19/19
105099	CHI ST ALEXIUS OCCUPATIONAL CLINIC	984.30	12/19/19

105100	CHI St. Alexius	181.50	12/19/19
105101	CHRISTOPHER MISSEY	150.00	12/19/19
105102	CHRYSALIS GLOBAL AVIATION	92965.88	12/19/19
105103	CITY OF WILLISTON	2745.37	12/19/19
105104	CLAUSEN WELDING	85.00	12/19/19
105105	COINS FOR ANYTHING INC.	1970.70	12/19/19
105106	CONNEX INTERNATIONAL	60.04	12/19/19
105107	CORE & MAIN LP	4129.98	12/19/19
105108	CORPORATE TRANSLATION SERVICES	7.87	12/19/19
105109	Cover One	79.90	12/19/19
105110	CRAIG'S SMALL ENGINE REPAIR	499.95	12/19/19
105111	DAKOTA DIESEL	1907.06	12/19/19
105112	DAKOTA FENCE	3400.00	12/19/19
105113	DEGENSTEIN'S AUTO PLUS	1000.00	12/19/19
105114	DERRICK RUBLE	80.50	12/19/19
105115	DERRICK WALKER	80.50	12/19/19
105116	DISCOVERY BENEFITS	170.50	12/19/19
105117	DISTRIBUTION NOW	29.45	12/19/19
105118	DON STEVENS	88.80	12/19/19
105119	DOSSIER SYSTEMS	3229.85	12/19/19
105120	DPC INDUSTRIES, INC	6333.00	12/19/19
105121	EAST-WEST EXCAVATING, LLC	171950.00	12/19/19
105122	EMERGENCY MEDICAL PRODUCTS	1290.52	12/19/19
105123	EVERYTHING SAFETY	111.56	12/19/19
105124	EXPERT AUTO GLASS	290.00	12/19/19
105125	FEDEX	981.52	12/19/19
105126	FEE INSURANCE AGENCY, INC	635.00	12/19/19
105127	FOLLETT SCHOOL SOLUTIONS	105.17	12/19/19
105128	FORT UNION SUPPLY & TRADE	528.80	12/19/19
105129	FRED'S SEWER & DRAIN SRVC	655.00	12/19/19
105130	GRAYMONT (WI) LLC	12600.75	12/19/19
105131	HAWKINS, INC.	14161.91	12/19/19
105132	HB SOUND & LIGHT, INC.	1284.99	12/19/19
105133	HEARTLAND COMMUNICATIONS GROUP	25.00	12/19/19
105134	HECK BUILT LLC	585.00	12/19/19
105135	HEIMAN FIRE EQUIPMENT, INC.	557.00	12/19/19
105136	HOME OF ECONOMY	232.54	12/19/19
105137	HORIZON RESOURCES	29463.00	12/19/19
105138	HOSE AND RUBBER SUPPLY	143.33	12/19/19
105139	Hotsy Cleaning Systems	476.00	12/19/19
105140	HOWARD SUPPLY COMPANY, LLC	746.52	12/19/19
105141	INK SPOT PRINTING	180.49	12/19/19
105142	INTERSTATE BILLING SERVICE, INC	340.28	12/19/19

105143	INTERSTATE POWER SYSTEMS	647.35	12/19/19
105144	IRONHIDE EQUIPMENT, INC	817.44	12/19/19
105145	IWERX CONNECT	375.00	12/19/19
105146	Jasmin Holm	822.50	12/19/19
105147	JE DUNN CONSTRUCTION	87678.68	12/19/19
105148	JEREMIAH LACHNER	205.00	12/19/19
105149	JILL KNAPKEWICZ	311.46	12/19/19
105150	JIM'S TOWING INC	195.00	12/19/19
105151	JOE'S DIGGING SERVICE INC	8400.00	12/19/19
105152	JOHNSON CONTROLS (TX)	2238.30	12/19/19
105153	JOSHUA MAHLUM	205.00	12/19/19
105154	KADRMAS LEE & JACKSON INC	71341.07	12/19/19
105155	KAYLA KLAPPER	25.00	12/19/19
105156	KFYR-TV	1640.00	12/19/19
105157	KLE CONSTRUCTION, LLC	414184.50	12/19/19
105158	KNIFE RIVER-NORTH CENTRAL	871136.38	12/19/19
105159	KODET ARCHITECTURAL GROUP, INC.	2082.11	12/19/19
105160	KOTANA COMMUNICATIONS	451.94	12/19/19
105161	Kronos SaaShr, Inc	5936.58	12/19/19
105162	KT CONSTRUCTION SERVICES	22500.00	12/19/19
105163	KXMC	1981.74	12/19/19
105164	L-TRON CORPORATION	658.00	12/19/19
105165	LANDRUM-BROWN	6929.26	12/19/19
105166	LASER DESIGNS ND	6.50	12/19/19
105167	MARCO TECHNOLOGIES LLC (ST. LOUIS)	2179.13	12/19/19
105168	MARTIN CONSTRUCTION INC	240932.09	12/19/19
105169	MCCODY CONCRETE PRODUCTS, INC	2668.44	12/19/19
105170	MENARDS	1260.00	12/19/19
105171	MERCY MEDICAL CENTER	2655.84	12/19/19
105172	MICHELLE STRICKLEN	650.00	12/19/19
105173	MIDCONTINENT COMMUNICATIONS	94.18	12/19/19
105174	MONDAK HARDWARE, INC	1225.24	12/19/19
105175	MONDAK PORTABLES LLC	43.20	12/19/19
105176	MONTANA DAKOTA UTILITIES	43292.56	12/19/19
105177	MUNICIPAL EMERGENCY SERVICES, INC	870.90	12/19/19
105178	MUTH ELECTRIC	485325.84	12/19/19
105179	MVTL/MINNESOTA VALLEY	698.50	12/19/19
105180	NAPA AUTO PARTS	3004.31	12/19/19
105181	National Tactical Officers Assoc.	1444.00	12/19/19
105182	ND DEPT OF HEALTH	37.08	12/19/19
105183	ND ONE CALL	853.10	12/19/19
105184	ND POST BOARD	135.00	12/19/19
105185	ND RURAL WATER SYSTEM ASSOCIATION	245.00	12/19/19

105186	NEMONT	7901.35	12/19/19
105187	NEWMAN SIGNS	103.45	12/19/19
105188	NICHOLAS SATERMO	400.00	12/19/19
105189	NMN, INC.	953.00	12/19/19
105190	NORTHERN IMPROVEMENT COMPANY	2402535.27	12/19/19
105191	NORTHERN TRUCK EQUIPMENT CORP	256.68	12/19/19
105192	NORTHWEST SUPPLY & R&R TROPHIES	668.90	12/19/19
105193	OAG AVIATION WORLDWIDE LLC	6918.67	12/19/19
105194	OCLC, Inc.	626.52	12/19/19
105195	OK DISTRIBUTING CO. INC.	1144.47	12/19/19
105196	OK TIRE STORE	181.11	12/19/19
105197	OLYMPIC SALES, INC.	6752.19	12/19/19
105198	POLAR REFRIGERATION LLC	125.54	12/19/19
105199	POWERPLAN OIB	2393.29	12/19/19
105200	PRAXAIR DISTRIBUTION INC.	823.20	12/19/19
105201	PROSAFE SERVICES, INC	385.00	12/19/19
105202	QUILL CORPORATION	875.47	12/19/19
105203	RAMKOTA HOTEL BISMARCK	96.00	12/19/19
105204	RECORD KEEPERS LLC	80.00	12/19/19
105205	RED ROCK FORD	1980.21	12/19/19
105206	RICHARD A. JOHNSON	3559.21	12/19/19
105207	ROSENBAUER MINNESOTA, LLC	241.32	12/19/19
105208	RYAN O'REAR	39.99	12/19/19
105209	SANI-STAR	200.00	12/19/19
105210	SHERWIN WILLIAMS CO	186.56	12/19/19
105211	SHIRTWORX	28.00	12/19/19
105212	SM FENCING & ENERGY SERVICES	1012.00	12/19/19
105213	STRATA CORPORATION - ND	1516740.14	12/19/19
105214	SUNDRE SAND & GRAVEL, INC.	921.86	12/19/19
105215	SWANSTON EQUIPMENT CORPORATION	2852.27	12/19/19
105216	TANNER FARSTVEET	25.00	12/19/19
105217	THE SHOPPER	1017.00	12/19/19
105218	TOM FREEMAN	21.58	12/19/19
105219	TRACTOR & EQUIPMENT CO.	8935.48	12/19/19
105220	TRI-COUNTY GLASS	1595.50	12/19/19
105221	ULTEIG	534619.44	12/19/19
105222	UNITED AGRONOMY LLC	8.10	12/19/19
105223	UNITED RENTALS	48.00	12/19/19
105224	USA BLUEBOOK	675.00	12/19/19
105225	VAC-U-JET	21347.84	12/19/19
105226	VER-MAC, INC.	310.00	12/19/19
105227	VISA	3129.75	12/19/19
105228	VISA	3006.60	12/19/19

105229	WALLWORK TRUCK CENTER	327.47	12/19/19
105230	WESTERN VET CLINIC	506.45	12/19/19
105231	WILLIAMS COUNTY AUDITOR	37500.00	12/19/19
105232	WILLIAMS COUNTY SHERIFF'S OFFICE	18750.00	12/19/19
105233	WILLIAMS SCOTSMAN, INC.	312.67	12/19/19
105234	WILLISTON AUTO	139.34	12/19/19
105235	WILLISTON COMMUNITY LIBRARY	221.90	12/19/19
105236	WILLISTON CONVENTION & VISITOR BUREAU	3000.00	12/19/19
105237	WILLISTON FIRE & SAFETY	45.16	12/19/19
105238	WILLISTON HERALD	2169.89	12/19/19
105239	WILLISTON HOME & LUMBER	71.24	12/19/19
105240	WILLISTON TIRE CENTER	9027.54	12/19/19
105241	Witmer Public Safety Group Inc.	508.46	12/19/19
10085	American Family Life Assurance Co	\$1,818.59	12/20/19
10086	Avesis	\$1,481.63	12/20/19
10087	ND State Tax Commissioner	\$370.80	12/20/19
10088	Discovery Benefits	\$2,790.14	12/20/19
E-Pay	IAFF Local 3734	\$850.00	12/20/19
10089	Medico Life and Health Insurance Co	\$1,064.10	12/20/19
10090	Usable	\$31.96	12/20/19
10091	United Way	\$25.00	12/20/19
10092	NDFOP	\$25.00	12/20/19
E-Pay	Connecticut Child Support EFT	\$274.00	12/20/19
E-Pay	Michigan Child Support	\$104.75	12/20/19
E-Pay	Minnesota Child Support	\$405.50	12/20/19
E-Pay	Montana Child Support	\$85.82	12/20/19
E-Pay	North Dakota Child Support	\$2,983.44	12/20/19
E-Pay	Pennsylvania Child Support	\$505.00	12/20/19
E-Pay	Utah Child Support	\$76.00	12/20/19
E-Pay	Washington Child Support	\$393.00	12/20/19
E-Pay	Missouri Child Support	\$568.50	12/20/19
10093	US Department of Education AWG	\$274.31	12/20/19
10094	United States Treasury	\$440.00	12/20/19
10095	Clerk of the Vigo Superior Court	\$500.00	12/20/19
-502555	JOHN KAUTZMAN	\$3,972.55	12/20/19
-502559	RANDY DONNELLY	\$1,455.46	12/20/19
-502559	RANDY DONNELLY	\$300.00	12/20/19
-502556	KAREN LARSON	\$1,868.31	12/20/19
-502486	LORI LARSEN	\$1,874.46	12/20/19
-502713	KEVIN CRAFT	\$1,435.05	12/20/19
-502680	CRYSTAL SCHAUBEL	\$1,569.02	12/20/19
-502466	BRAD BEKKEDAHL	\$197.72	12/20/19
-502472	HOWARD KLUG	\$1,098.65	12/20/19

-502660	JANET ZANDER	\$3,865.92	12/20/19
-502615	ROBERT BENTH	\$2,267.81	12/20/19
-502615	ROBERT BENTH	\$300.00	12/20/19
-502794	DARWIN STEVENS	\$187.55	12/20/19
-502625	TRACY KERZMANN	\$1,817.66	12/20/19
-502583	ERICA MYERS	\$1,619.01	12/20/19
-502715	LINDA GRANBOIS	\$1,663.48	12/20/19
-502662	KENNETH OWENS	\$311.37	12/20/19
-502721	MICHAEL WILSON	\$2,831.98	12/20/19
-502727	RANDY HAUGENOE	\$2,605.01	12/20/19
-502742	WALTER HALL	\$2,365.11	12/20/19
-502712	KENNETH PRENTICE	\$2,787.60	12/20/19
-502684	DAVID PETERSON	\$4,006.71	12/20/19
-502735	STEVEN ARMSTRONG	\$3,333.30	12/20/19
-502514	KELLY ABERLE	\$1,981.45	12/20/19
-502551	ROBERT HANSON	\$3,216.97	12/20/19
-502552	WAYNE WIEDRICH	\$3,052.33	12/20/19
10082	GARY GLOVATSKY	\$2,696.88	12/20/19
-502786	LES CHRISTENSEN	\$3,061.63	12/20/19
-502745	BRUCE JOHNSON	\$600.00	12/20/19
-502745	BRUCE JOHNSON	\$936.88	12/20/19
-502497	BRENT HANSON	\$2,510.42	12/20/19
-502748	JAMES ENGEN	\$3,038.77	12/20/19
-502831	ROBERT COUGHLIN	\$1,345.51	12/20/19
-502550	PEDAR ANDRE	\$140.91	12/20/19
10083	RICHARD ODEGARD	\$2,035.96	12/20/19
-502474	KENNETH BERGSTROM	\$2,785.52	12/20/19
-502548	JASON HOULE	\$1,777.88	12/20/19
-502470	DAVID BELL	\$3,539.48	12/20/19
-502764	DANNY GERGEN	\$2,874.60	12/20/19
-502770	JOSEPH MONSON	\$1,408.97	12/20/19
-502516	KENT JARCIK	\$2,919.14	12/20/19
-502468	CHRISTOPHER BROSTUEN	\$811.40	12/20/19
-502473	JOSILYN BEAN	\$390.00	12/20/19
-502473	JOSILYN BEAN	\$2,349.02	12/20/19
-502789	NEIL BAKKEN	\$205.11	12/20/19
-502646	KAYLA HELL	\$1,073.92	12/20/19
-502543	ANN KVANDE	\$2,101.26	12/20/19
-502546	SHAWN WENKO	\$2,943.38	12/20/19
-502500	AMY KRUEGER	\$2,187.65	12/20/19
-502773	PATRICIA FIORENZA	\$2,711.34	12/20/19
-502798	JOSH MOSBRUCKER	\$187.56	12/20/19
-502802	MATHEW EKBLAD	\$309.08	12/20/19



-502804	MICHAEL WALTERS	\$87.37	12/20/19
-502544	BARBARA PETERSON	\$1,676.06	12/20/19
-502793	BRENDEN STEVENS	\$488.07	12/20/19
10080	TATE CYMBALUK	\$163.79	12/20/19
-502741	TRAVIS MARTINSON	\$2,287.80	12/20/19
-502485	KENNETH BOYKIN	\$2,568.37	12/20/19
-502485	KENNETH BOYKIN	\$400.00	12/20/19
-502766	JAMES HAGA JR	\$2,429.68	12/20/19
-502720	MICHAEL ISENHOWER JR	\$2,577.61	12/20/19
-502642	ANDREA PLACHER	\$250.00	12/20/19
-502642	ANDREA PLACHER	\$1,176.32	12/20/19
-502642	ANDREA PLACHER	\$550.00	12/20/19
-502478	ANTHONY DUDAS	\$3,844.66	12/20/19
-502809	TYLER CARLSTAD	\$187.55	12/20/19
-502686	DUSTIN CELANDER	\$1,967.19	12/20/19
-502686	DUSTIN CELANDER	\$50.00	12/20/19
-502686	DUSTIN CELANDER	\$300.00	12/20/19
-502778	VERNON HENDRICKSON	\$1,868.83	12/20/19
-502672	ASHLEY CELANDER	\$2,307.40	12/20/19
-502706	JONATHAN ROGGENKAMP	\$2,040.79	12/20/19
-502755	MATTHEW TUTAS	\$2,558.67	12/20/19
-502731	RODNEY DICKERSON	\$3,092.86	12/20/19
-502733	SAM AIDE	\$2,379.97	12/20/19
-502665	DIANE HAGEN	\$663.30	12/20/19
-502822	AMANDA KAISER-LEE	\$2,132.02	12/20/19
-502815	GINA MOTTL	\$2,686.20	12/20/19
-502792	BRANDON HOFFMAN	\$92.35	12/20/19
-502683	DANIELLE HENDRICKS	\$2,379.78	12/20/19
-502505	VIVIAN KALMIK	\$498.23	12/20/19
-502496	SUSAN MOELLER	\$1,610.83	12/20/19
-502808	RYAN LEE	\$350.93	12/20/19
-502522	RACHEL LAQUA	\$2,403.47	12/20/19
-502695	JACOB HENDRICKS	\$2,225.11	12/20/19
-502695	JACOB HENDRICKS	\$50.00	12/20/19
-502693	HUGH BENZEN	\$2,987.56	12/20/19
-502677	CHELSEA FOSSEN	\$1,478.23	12/20/19
-502504	SABRINA RAMEY	\$2,097.60	12/20/19
-502697	JASON BARTEN	\$2,160.57	12/20/19
-502682	DANIEL DERY	\$3,020.37	12/20/19
-502797	JAMES LAQUA	\$37.36	12/20/19
-502469	DAVID TUAN	\$3,837.71	12/20/19
-502511	JOE DOSS	\$2,255.96	12/20/19
-502632	BRENDA D'ANGELO	\$1,665.11	12/20/19

-502654	SAWYER ZENT	\$494.86	12/20/19
-502654	SAWYER ZENT	\$494.85	12/20/19
-502758	TROY OSTER	\$100.00	12/20/19
-502758	TROY OSTER	\$1,908.33	12/20/19
-502502	JENNIFER STRIETZEL	\$1,839.34	12/20/19
-502782	MICHAEL SIMPSON	\$400.00	12/20/19
-502782	MICHAEL SIMPSON	\$1,994.97	12/20/19
-502814	BRIAN YOUNG	\$2,213.86	12/20/19
-502705	JONATHAN HOLTER	\$2,207.46	12/20/19
-502828	MITCHELL KERSTING	\$2,533.42	12/20/19
-502490	RYAN O'REAR	\$2,545.43	12/20/19
-502521	NYDEL TOMPKINS	\$1,503.75	12/20/19
-502788	KENT SKABO	\$2,356.71	12/20/19
-502826	JEFFREY BRYSON	\$2,266.37	12/20/19
-502475	KRISTIN DIXON	\$1,832.33	12/20/19
-502536	LAURA WOLTJER	\$1,965.82	12/20/19
-502829	MORKATAA DHINAA	\$1,738.79	12/20/19
-502710	JUSTIN PELZL	\$75.00	12/20/19
-502710	JUSTIN PELZL	\$2,013.65	12/20/19
-502562	THOMAS ATOR	\$2,598.42	12/20/19
-502517	KEVIN CHRISTENSEN	\$41.56	12/20/19
-502714	KRISTIINA RAVASKA	\$2,477.28	12/20/19
-502803	MATTHEW FLATEN	\$64.64	12/20/19
-502648	LISA WEBB	\$1,168.09	12/20/19
-502833	WILLIAM SCHWENDEMAN	\$1,840.54	12/20/19
-502594	JASON CATRAMBONE	\$3,765.78	12/20/19
-502547	JAREK WIGNESS	\$2,008.38	12/20/19
-502774	RENA COLLIE	\$1,456.55	12/20/19
-502553	KEVIN POWERS	\$2,658.09	12/20/19
-502553	KEVIN POWERS	\$50.00	12/20/19
-502507	DAVID SASSER	\$2,202.92	12/20/19
-502806	PAUL RIELY	\$60.02	12/20/19
-502723	NICHOLAS NELSON	\$2,094.41	12/20/19
-502576	CLINTON BATES	\$4,765.30	12/20/19
-502812	CURTIS CLARYS	\$500.00	12/20/19
-502812	CURTIS CLARYS	\$2,114.74	12/20/19
-502749	JASON ANDREASON	\$3,530.54	12/20/19
-502471	DEANETTE PIESIK	\$364.38	12/20/19
-502641	TRISTA HENRIE	\$2,399.06	12/20/19
-502709	JOSHUA MAHLUM	\$250.00	12/20/19
-502709	JOSHUA MAHLUM	\$1,747.63	12/20/19
-502696	JAMES DIXON	\$1,972.83	12/20/19
-502781	MARK BRUINEKOOL	\$75.00	12/20/19

-502781	MARK BRUINEKOOL	\$1,540.90	12/20/19
-502661	KATHLEEN STAHOWIAK	\$4,043.68	12/20/19
-502692	HEATHER COOK	\$1,993.64	12/20/19
-502595	JASON LEWIS	\$2,609.41	12/20/19
-502704	JOHN PAGANO	\$2,337.13	12/20/19
-502610	PATRICK SELLERS	\$1,517.10	12/20/19
-502610	PATRICK SELLERS	\$1,517.10	12/20/19
-502617	RYAN EDMONDSON	\$1,472.37	12/20/19
-502476	PEGGY MASTERS	\$1,882.25	12/20/19
-502761	ARTHUR CRUMB	\$2,489.55	12/20/19
-502465	BARBARA ELLICO	\$1,201.86	12/20/19
-502465	BARBARA ELLICO	\$400.62	12/20/19
-502624	THOMAS HARTLEY	\$3,410.34	12/20/19
-502579	CRAIG MOEN	\$2,777.55	12/20/19
-502780	BEAU BERGERON	\$2,055.82	12/20/19
-502768	JEFFREY LADUCER	\$1,804.81	12/20/19
-502503	KATHY HAVSKJOLD	\$260.42	12/20/19
-502566	BRADLEY AUTTELET	\$2,599.99	12/20/19
-502824	JAMIE SMITH	\$3,190.65	12/20/19
-502694	JACOB KOEHN	\$800.00	12/20/19
-502694	JACOB KOEHN	\$1,267.48	12/20/19
-502670	AMBER KOEHN	\$1,000.00	12/20/19
-502670	AMBER KOEHN	\$1,265.92	12/20/19
-502753	KYLE BREDWICK	\$1,736.56	12/20/19
-502567	BRIAN MINTON	\$4,439.39	12/20/19
-502765	DAVID SMITHBERG	\$1,704.06	12/20/19
-502582	EMILY HUGHES	\$2,085.52	12/20/19
-502527	CINDY WHITE	\$1,605.72	12/20/19
-502754	MARC MOHR	\$2,027.31	12/20/19
-502545	BRENDA SCHMIDT	\$125.00	12/20/19
-502545	BRENDA SCHMIDT	\$1,576.34	12/20/19
10084	JOSHUA DAGENAIS	\$1,840.21	12/20/19
-502606	MATTHEW CLARK	\$1,007.31	12/20/19
-502606	MATTHEW CLARK	\$2,350.38	12/20/19
-502820	SCOTT VASSEN	\$2,215.08	12/20/19
-502820	SCOTT VASSEN	\$250.00	12/20/19
-502596	JEREMY KNAPKEWICZ	\$2,054.61	12/20/19
-502491	TERRY HARP	\$1,840.82	12/20/19
-502760	BRET WILLIAMS	\$2,321.25	12/20/19
-502480	CORDELL LINDVIG	\$2,352.42	12/20/19
-502480	CORDELL LINDVIG	\$100.00	12/20/19
-502790	SKYLER HENRIE	\$2,890.81	12/20/19
-502531	ELIZABETH OLSON	\$1,859.73	12/20/19

-502508	DONNA HANSEN	\$41.56	12/20/19
-502499	AMBER PELZL	\$1,294.37	12/20/19
-502799	JOSHUA FOUST	\$64.65	12/20/19
-502805	MILTON SLUDER	\$351.32	12/20/19
-502775	REX OLSON	\$1,647.52	12/20/19
-502691	GREGORY OSTER	\$1,424.64	12/20/19
-502691	GREGORY OSTER	\$500.00	12/20/19
-502821	ALDON OLSON	\$1,380.47	12/20/19
-502675	BRETT FLESNESS	\$2,101.01	12/20/19
-502724	NICHOLAS SATERMO	\$2,621.81	12/20/19
-502578	COREY JOHNSON	\$2,496.48	12/20/19
-502656	WANDA OLAF	\$1,066.95	12/20/19
-502602	JUSTIN CHAMPION	\$5,492.19	12/20/19
-502616	RYAN MILLER	\$2,193.54	12/20/19
-502633	JILL KNAPKEWICZ	\$2,114.00	12/20/19
-502611	PAUL MONZON	\$997.77	12/20/19
-502810	BRANDON SANDBERG	\$1,965.85	12/20/19
-502581	EARNEST THEETGE	\$4,172.52	12/20/19
-502623	THOMAS DICKEY	\$2,126.99	12/20/19
-502666	CINDY KOPAC	\$100.00	12/20/19
-502666	CINDY KOPAC	\$754.95	12/20/19
-502747	IAN WEIGEL	\$2,508.44	12/20/19
-502561	STEPHANIE WELLMAN	\$800.00	12/20/19
-502561	STEPHANIE WELLMAN	\$848.05	12/20/19
10081	PAUL BAUER	\$41.55	12/20/19
-502575	CHRISTOPHER MAHONEY	\$3,039.84	12/20/19
-502538	MIKAELA SKALICKY	\$100.00	12/20/19
-502538	MIKAELA SKALICKY	\$1,466.82	12/20/19
-16534	VICTORIA DOUGLAS	\$359.79	12/20/19
-502801	LYLE LORDEMANN	\$32.32	12/20/19
-502489	ROBERT HANSON	\$2,077.33	12/20/19
-502827	LACEY JOHNSTON	\$1,739.49	12/20/19
-502772	LONNY HIATT	\$1,553.93	12/20/19
-502795	DEREK BOOTH	\$187.55	12/20/19
-502800	KENNY KUKUK	\$64.65	12/20/19
-502818	KELSY BROOME	\$1,843.98	12/20/19
-502568	BRITTANY STORM-ANDERSON	\$2,681.22	12/20/19
-502599	JOSHUA BANKS	\$1,810.78	12/20/19
-502609	MITCHELL BYMAN	\$9.67	12/20/19
-502609	MITCHELL BYMAN	\$473.65	12/20/19
-502479	BRENT MILLER	\$1,358.81	12/20/19
-502464	ALYSSA WIEDRICH	\$1,392.13	12/20/19
-502658	DENISE MELBY	\$1,773.10	12/20/19

-502630	WYATT KOENIG	\$2,636.83	12/20/19
-502534	JASMINE COLLINS	\$1,567.02	12/20/19
-502597	JESSICA GILLIES	\$600.00	12/20/19
-502597	JESSICA GILLIES	\$1,210.89	12/20/19
-502557	KATHY KIMLEY	\$3,304.47	12/20/19
-502668	ALEXIUS ENGET	\$2,027.10	12/20/19
-502481	DEVIN REIFSTECK	\$2,042.22	12/20/19
-502532	GEORGIA HOLLEMBEAK	\$1,559.63	12/20/19
-502702	JESSE CRUISE	\$2,039.87	12/20/19
-502564	ANTHONY VERESPE	\$3,124.24	12/20/19
-502523	ROBERT EYNON	\$41.56	12/20/19
-502626	TRAVIS SHAY	\$1,383.22	12/20/19
-502584	FLETCHER SCAIFE	\$256.49	12/20/19
-502584	FLETCHER SCAIFE	\$2,308.44	12/20/19
-502612	PRISCILLA CRAIN	\$1,720.80	12/20/19
-502621	STEPHEN CLARK	\$2,322.54	12/20/19
-502574	CHRISTIAN OLSON	\$2,396.43	12/20/19
-502605	KHRISTOPHER CHAMPION	\$500.00	12/20/19
-502605	KHRISTOPHER CHAMPION	\$3,871.40	12/20/19
-502590	JAKE BYMAN	\$2,314.32	12/20/19
-502589	IAN STEWART	\$4,340.28	12/20/19
-502573	CHRIS DICK	\$2,042.49	12/20/19
-502777	TYRELL SMITH	\$1,866.44	12/20/19
-502619	SARA STAFFORD	\$1,811.82	12/20/19
-502518	LESLIE HAMRICK	\$1,315.83	12/20/19
-502467	CHERYL PIERZINA	\$700.00	12/20/19
-502467	CHERYL PIERZINA	\$2,430.17	12/20/19
-502719	MICHAEL LICCIARDI	\$2,006.82	12/20/19
-502699	JEFFREY OLSON	\$1,982.81	12/20/19
-502679	CODY MILLER	\$2,379.52	12/20/19
-502647	KELLY CRUSCH	\$263.92	12/20/19
-502811	CHASE ENGEN	\$2,088.35	12/20/19
-502510	JEREMY MILLER	\$1,554.47	12/20/19
-502608	MICHAEL FRONIMOS	\$4,148.54	12/20/19
-502650	MONTANA ICENOGLE	\$554.47	12/20/19
-502673	BEAU JACOBSON	\$1,914.82	12/20/19
-502525	WILLIAM TOWNSLEY	\$1,836.51	12/20/19
-502526	CAITLIN ESTRADA	\$1,567.52	12/20/19
-502540	SARAH HILTON	\$2,143.19	12/20/19
-502645	ETHAN BECK	\$352.18	12/20/19
-502767	JASON COTTAM	\$1,463.33	12/20/19
-502483	KASEY WYMAN-YOUNG	\$1,388.26	12/20/19
-502636	JULIE HATTER	\$2,897.01	12/20/19

-502729	ROBERT VANWINKLE	\$1,961.40	12/20/19
-502652	NATASHA TORRES	\$117.74	12/20/19
-502592	JAMES WESTON	\$2,169.02	12/20/19
-502739	THEODORE VANGRINSVEN	\$1,957.22	12/20/19
-502744	ZACHARY SCHWARTZ	\$1,948.07	12/20/19
-502477	STEVEN BROE	\$1,223.98	12/20/19
-502492	ZACHARY COTHERN	\$1,816.22	12/20/19
-502558	LYNN BYERS-WALLACE	\$1,421.34	12/20/19
-502762	BRYCE STORY	\$892.69	12/20/19
-502700	JENNIFER HURLEY	\$2,136.79	12/20/19
-502649	MICHAEL HELL	\$936.63	12/20/19
-502655	TRACI BYRNE	\$590.00	12/20/19
-502655	TRACI BYRNE	\$446.42	12/20/19
-502651	MORGAN COTE	\$1,188.22	12/20/19
-502635	JAMES POIRRIER	\$1,603.33	12/20/19
-502549	MATTHEW ELBERT	\$2,078.90	12/20/19
-502701	JEREMIAH LACHNER	\$2,012.80	12/20/19
-502643	ARIEL FLECK	\$699.33	12/20/19
-502689	EVAN JOHNSON	\$2,136.73	12/20/19
-502703	JESSE WEICHT	\$475.00	12/20/19
-502703	JESSE WEICHT	\$1,504.63	12/20/19
-502823	EVAN LEWIS	\$1,476.72	12/20/19
-502671	ANTHONY MANN	\$2,080.67	12/20/19
-502763	CHRISTOPHER ADAM	\$1,536.15	12/20/19
-502830	ROBERT SKURDAL	\$1,819.81	12/20/19
-502783	AUBREY FOSBURGH	\$2,660.56	12/20/19
-502501	ASHLEY OYLOE	\$1,784.38	12/20/19
-502520	MARK SCHNEIDER	\$3,457.30	12/20/19
-502614	RILEY ECKART	\$1,922.78	12/20/19
-502535	JULIE KIRKPATRICK	\$1,650.19	12/20/19
-502659	JACQUELINE MONZON	\$3,534.55	12/20/19
-502484	KASSANDRA BROWN	\$1,806.46	12/20/19
-502554	PRESTON OLSON	\$1,438.28	12/20/19
-502587	HASAN ABDUL JABBAR	\$1,417.30	12/20/19
-502519	LUCAS GJOVIG	\$41.55	12/20/19
-502832	TYLER FIXEN	\$1,424.98	12/20/19
-502542	YULISSA JIMENEZ	\$1,387.12	12/20/19
-502572	CHARLES STAFFORD	\$1,795.24	12/20/19
-502716	LUCAS BRINKMAN	\$2,104.69	12/20/19
-502708	JORY FORSBERG	\$1,740.10	12/20/19
-502687	ERIC KEYES	\$2,019.83	12/20/19
-502819	PORTER LEWIS	\$1,402.06	12/20/19
-502653	REBECCA KIEFER	\$117.37	12/20/19

-502603	KARALEE BARLOW	\$1,436.82	12/20/19
-502639	MONICA LAMOREUX	\$1,400.40	12/20/19
-502787	LES WALTER	\$2,471.31	12/20/19
-502717	MATTHEW ABERLE	\$1,928.71	12/20/19
-502667	ALEXIS HAGGERTY	\$1,755.12	12/20/19
-502569	CAROLYN LIMERICK	\$3,309.09	12/20/19
-502627	TRISHA LADUE	\$1,441.64	12/20/19
-502688	ERICA DAVIS	\$1,992.17	12/20/19
-502817	JORDAN BLOTSKE	\$1,405.09	12/20/19
-502779	ZACKERY OSTER	\$1,466.48	12/20/19
-502533	HEATHER DREWELOW	\$1,503.60	12/20/19
-502495	CARLI WADE	\$1,794.81	12/20/19
-502539	PATRICIA POTTEIGER	\$1,790.57	12/20/19
-502718	MIA LEFEVER	\$1,919.71	12/20/19
-502769	JESSICA MEADE	\$1,485.45	12/20/19
-502813	WYATT WILLSON	\$1,704.98	12/20/19
-502757	TREVOR ODEGARD	\$1,992.22	12/20/19
-502776	THAYNE POPE	\$1,837.89	12/20/19
-502586	GRACE GUTLOVICS	\$256.83	12/20/19
-502586	GRACE GUTLOVICS	\$1,027.34	12/20/19
-502515	KELLY SOTO	\$1,411.97	12/20/19
-502728	ROBERT HARRAH	\$2,133.28	12/20/19
-502674	BRANDON BALOGH	\$1,773.48	12/20/19
-502681	DAKOTAH SMITH	\$1,907.90	12/20/19
-502711	KAYLA KLAPPER	\$1,743.28	12/20/19
-502601	JUAN MONSALVE WAGNER	\$1,516.17	12/20/19
-502600	JOSHUA LARSON	\$1,573.29	12/20/19
-502591	JALEN BEN	\$1,234.42	12/20/19
-502565	ARIC ARENDS	\$2,352.26	12/20/19
-502577	COLTON GUTKNECHT	\$1,795.58	12/20/19
-502613	RACHEL KARVONEN	\$1,642.19	12/20/19
-502628	WADE GAMMELL	\$1,804.41	12/20/19
-502588	HUNTER VOSS	\$3,383.62	12/20/19
-502631	WYATT MOEN	\$2,253.38	12/20/19
-502585	GARRET FLESNESS	\$1,629.18	12/20/19
-502593	JARED MACKLEY	\$2,420.64	12/20/19
-502707	JORDAN PATTON	\$2,192.83	12/20/19
-502494	AMY JOHNSON	\$1,578.48	12/20/19
-502634	JOHN MORGAN	\$2,023.11	12/20/19
-502796	ETHAN HURLEY	\$64.65	12/20/19
-502640	SHAWN BICE	\$1,563.22	12/20/19
-502620	SHERIDAN DOUGLAS	\$2,260.77	12/20/19
-502512	KARA ROBINSON	\$1,251.07	12/20/19

-502529	DERRICK WALKER	\$3,290.13	12/20/19
-502482	GLENN MARSHALL	\$1,833.48	12/20/19
-502509	JASMIN TEIGEN	\$1,084.75	12/20/19
-502493	ZACHARY EFFERTZ	\$1,604.43	12/20/19
-502488	RAHUL NATH	\$1,337.56	12/20/19
-502725	NICK RINTAMAKI	\$1,754.05	12/20/19
-502676	CALLI STELLMACHER	\$1,159.82	12/20/19
-502726	NICOLE ROBERTS	\$2,188.53	12/20/19
-502740	TRAVIS LAWHEAD	\$2,257.77	12/20/19
-502737	TANNER FARSTVEET	\$1,989.37	12/20/19
-502690	GARRETT NORSTEN	\$2,061.57	12/20/19
-502785	JOHN JASTRZEBSKI	\$1,419.60	12/20/19
-502825	JANAH JELLISON	\$1,063.32	12/20/19
-502506	AMELIA MOORE	\$1,170.16	12/20/19
-502638	MICHAEL HARBRON	\$1,538.66	12/20/19
-502563	ABIGAIL HELWIG	\$1,356.66	12/20/19
-502513	KAYLYN BONDY	\$41.56	12/20/19
-502657	ZOEY MELBERG	\$116.27	12/20/19
-502759	WILLIAM EVANS	\$1,553.00	12/20/19
-502736	STEVEN GUTKNECHT	\$3,346.64	12/20/19
-502791	AUSTIN REED	\$129.29	12/20/19
-502807	RACHEL CRAIN	\$96.97	12/20/19
-502771	KIMBERLY WALKER	\$1,759.66	12/20/19
-502816	GORDON HEENAN	\$1,373.51	12/20/19
-502537	LAUREN WILKINSON	\$1,154.69	12/20/19
-502487	MICHAEL SPROUSE	\$1,826.04	12/20/19
-502541	TABITHA WORD	\$1,407.15	12/20/19
-502732	ROWAN HORSWILL	\$1,760.33	12/20/19
-502637	LESLIE NEHRING	\$1,393.20	12/20/19
-502752	KENNETH TRAHAN	\$1,720.68	12/20/19
-502743	WRANGLER FRYE	\$1,883.17	12/20/19
-502730	ROBERT CUMMINGS	\$3,307.89	12/20/19
-502750	JOSHUA FINNICUM	\$2,083.02	12/20/19
-502598	JOSE SERRATO	\$3,427.82	12/20/19
-502669	AMANDA PRENTICE	\$1,857.80	12/20/19
-502738	TANNER GRANGER	\$1,905.42	12/20/19
-502698	JASON JONAS	\$2,293.80	12/20/19
-502685	DERRICK SAID	\$1,761.35	12/20/19
-502734	SAMUEL VALDEZ	\$2,362.11	12/20/19
-502498	JOHN SELEY	\$1,842.91	12/20/19
-502751	KENNETH JOHNSON	\$1,664.79	12/20/19
-502622	TAYLOR BOSLEY	\$1,315.81	12/20/19
-502524	THOMAS FREEMAN	\$2,176.21	12/20/19



-502746	DYLAN KENDALL	\$1,595.69	12/20/19
-502722	MOMCILO BABIC	\$2,140.16	12/20/19
-502528	DANA BAILEY	\$1,372.97	12/20/19
-502580	DAVID HUTCHINSON	\$4,061.98	12/20/19
-502756	PAUL PALACIOS	\$1,731.31	12/20/19
-502604	KELLEEE BEGGS	\$327.23	12/20/19
-502629	WILLIAM GUTLOVICS	\$1,545.12	12/20/19
-502618	SAMANTHA HAZZARD	\$1,479.63	12/20/19
-502571	CHARLES MENO	\$1,526.38	12/20/19
-502607	MATTHEW PAZANIN	\$1,045.87	12/20/19
-502784	EMMANUEL BACCAY	\$1,341.36	12/20/19
-502644	DANIEAL PISZKER	\$536.71	12/20/19
-502678	CHRISTOPHER COOK	\$2,157.59	12/20/19
-502570	CASEY RIEGER	\$162.85	12/20/19
-502664	SCOTT BUSCHING	\$388.33	12/20/19
-502560	SHERRY KINSELLA	\$1,209.60	12/20/19
-502663	SARAH WEIGEL	\$1,487.75	12/20/19
-502530	DERRICK RUBLE	\$3,571.41	12/20/19

Total Claims: \$8,481,755.27

Total Payroll: \$719,456.94

Grand Total: \$9,201,212.21

# of Checks: 674

- 2) Business Licenses
- 3) City Commission Board Meeting Dates and Times for 2020
- 4) Authority for Finance Director & Deputy Auditor to make Investment Transactions for 2020

The City is required to designate who handles investment transactions for the City. In the past, the Auditor and Deputy Auditor have been designated. Requesting authorization for the Finance Director and Deputy Auditor to be designated to handle investment transactions for the City during 2020.

- 5) Update Authorizations of Financial Institutions

In preparation for the retirement of long time City Auditor John Kautzman at year end, we are requesting approval to update authorized signers on all the city accounts at the financial institutions effective January 2, 2020.

- a. This request is for approval to change the authorized signers from Howard Klug, John Kautzman or Karen Larson to Howard Klug, president of the board, Hercules Cummings, finance director or Karen Larson, deputy auditor, for the city accounts.

- American State Bank and Trust accounts- money market savings 4419, ICS 419, checking 9003 and checking 7761.
  - First National Bank and Trust account- checking 9074.
  - First International Bank and Trust account- certificate 1456.
  - Bank of North Dakota accounts- certificate 3334, 2018 bond account and 2015A/2018A&T bond account.
- b. We request approval to update the American State Bank and Trust credit card portfolio management from Howard Klug or John Kautzman to Howard Klug, president of the board, Hercules Cummings, finance director, and Karen Larson, deputy auditor. Also, we request authorization to update the signers on the First National Bank and Trust credit card 7518 from Howard Klug and John Kautzman to Howard Klug, president of the board and Hercules Cummings, finance director.
- c. In addition, we request approval to change the authorized signers for the city auditors fund account (petty cash) 5272 at First National Bank & Trust, city employee lunch account 4845 at American State Bank & Trust and safety deposit box at American State Bank & Trust from John Kautzman or Karen Larson to Hercules Cummings, finance director or Karen Larson, deputy auditor.
- 6) Designate Official Depositories for 2020

Request to engage the following institutions as the official depositories for the City of Williston for the year 2020: American State Bank & Trust of Williston, Bank of North Dakota Bismarck, First International Bank & Trust of Williston, First National Bank & Trust of Williston, Gate City Federal Savings Bank Williston, US Bank Williston and Western Cooperative Credit Union of Williston.

- C. Development Services
  - 1) Contractor Licenses
- D. Engineering
- E. Authorization to Bid

**Motion by Cymbaluk, Seconded by Brostuen to move to approve the Consent Agenda for December 23, 2019 as presented  
UNANIMOUS BY VOICE VOTE**

- 3. Public Hearings
- 4. Bid Openings
- 5. Ordinances
- 6. Petitions, Communications and Remonstrances
- 7. Report of Commissioners
  - A. President of the Board
  - B. Vice-President; Finance Commissioner

Commissioner Bekkedahl addressed the room:

We want to take a few minutes to wish our retiring City Auditor, John Kautzman, well in his future pursuits. John and I have been working together in the Finance Department since 1996 and I believe he began his career with the City of Williston in 1982. We want to thank John for his dedication to the City, he has been a great Auditor, who has played a significant roll during the boom, we would not have been able to accomplish all we accomplished without him and we will miss him.

Mayor Klug also wished him well and acknowledged what a great job he has done for the City of Williston.

- 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
8. Report of Departments
- A. Administration
    - 1) Appointment of Finance Director

David Tuan, City Administrator presented the following:

We are requesting the appointment of a new Finance Director. Hercules Cummings has officially accepted the position and we recommend approval, effective January 2, 2020.

**Motion by Bekkedahl, Seconded by Cymbaluk to move the City Commission approve the Appointment of Hercules Cummings as Finance Director, Effective January 2, 2020 in Accordance with Ordinance 1108**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- B. Auditor and Finance

Karen Larson, Deputy Auditor presented the following:

- 1) Approval of Alcoholic Beverage License Renewals for 2020

In your Commission Packet is a list of requested Alcohol Beverage Licenses renewals for 2020. There are currently 65 license holders. Total fees for new licenses this year and 2020 annual renewal fees is \$121,000. Status notes indicate ownership transfers and new licenses approved by the Board throughout the past year, as well as, those establishments that are still undergoing Building and/or Fire Department inspections. We recommend approval contingent upon passing any required inspections, final signatures and maintaining compliance with any other license requirements as stipulated by the city Code of Ordinances.

Mayor Klug asked if all property taxes were current. Commissioner Cymbaluk responded yes, this has been verified by the Auditor's office.

**Motion by Cymbaluk, Seconded by Brostuen to make a motion to approve the renewal of all Alcoholic Beverage Licenses for the year 2020 Contingent upon Passing the Required Inspections, Final Signatures and Maintaining Compliance with any other license requirements as stipulated by the city Code of Ordinances and all Real Estate Taxes are Current**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

2) Approval of Business License Renewals for 2020

Below is a list of requested renewals of Business Licenses for 2020. There are currently 200 license holders eligible for renewal. Total fees for new licenses this year and 2020 annual renewal fees is \$40,665. Status notes indicate ownership transfers and new licenses approved by the Board throughout the past year, as well as, those establishments that are still undergoing Building and/or Fire Department inspections. We recommend approving all Business Licenses for the year 2020 contingent upon passing any required inspections, final signatures and maintaining compliance with any other license requirements as stipulated by the city Code of Ordinances.

**Motion by Brostuen, Seconded by Cymbaluk to move the City Commission approve the renewal of all Business Licenses for the year 2020 Contingent upon Passing the Required Inspections, Final Signatures and Maintaining Compliance with any other license requirements as stipulated by the city Code of Ordinances**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- C. Attorney
- D. Public Works

Kenny Bergstrom, Operations Manager Public Works presented the following:

- 1) Task Order #22 – Williston Water Treatment Plant-Supervisory Control and Data Acquisition (SCADA)

Attached is Task Order #22, Supervisory Control and Data Acquisition (SCADA) server and software upgrade, to be provided by AE2S for the Williston Water Treatment Plant (WTP). This task order includes the scope of work, anticipated labor efforts, and server hardware costs to conduct the upgrade. This project cost was included in the WTP 2019 annual budget. The Williston Water Treatment Plant SCADA system currently utilizes servers, procured in 2012. The WTP has experienced some component failures, and the operating system support is becoming increasingly limited. The servers operate on windows server 2008, which will no longer be supported after 2020. We recommend approval of the AE2S Task Order #22, Williston Water Treatment Plant SCADA server software upgrade, on the hourly not to exceed basis plus reimbursable expenses in the amount of \$66,000.

Commissioner Piesik asked if this is supported by our internal IT department. Kenny Bergstrom answered it is supported by AE2S.

Commissioner Piesik asked how long this upgrade will last. Kenny Bergstrom answered approximately five years.

Commissioner Brostuen commented he is surprised our current system has lasted so long without an upgrade.

**Motion by Brostuen, Seconded by Piesik to move the City Commission approve the AE2S Task Order #22, Williston Water Treatment Plant SCADA server software upgrade, on the hourly not to exceed basis plus reimbursable expenses in the amount of \$66,000**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- 2) Change Order #1 – Fireside Office Solutions New Public Works Facility Phase II

Attached is a change order for Fireside Office Solutions for additional furniture needed at the new Public Works facility in the amount of \$21,938.09. This change order includes vertical and lateral file cabinets, office furniture for the additional office, end tables and print tables. Our architectural estimates for this project was \$450,000 to \$530,000. With this change order, the final contract amount is \$338,627.98. We recommend approval of Change Order #1, for Fireside Office Solutions in the amount of \$21,938.09.

**Motion by Bekkedahl, Seconded by Cymbaluk to move for approval of Change Order #1, for Fireside Office Solutions in the amount of \$21,938.09**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

E. Engineering

Bob Hanson, City Engineer presented the following:

1) Master Engineering Services Agreement – Moore Engineering

Earlier this year the City undertook a selection process for the provision of professional engineering services for the next several years. Moore Engineering was one of the successful applicants and proposes a five-year Master Engineering Services Agreement under which the design and construction services required for individual projects would be assigned by task orders. A copy of the Master Engineering Services Agreement is included in the Commissioner's Information Packet.

**Motion by Piesik, Seconded by Brostuen to make a motion that the City Commission accept the Moore Engineering Master Engineering Service Agreement as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

2) Task Order #1 Realignment of 26<sup>th</sup> Avenue West- Moore Engineering

26th Avenue West runs along the east side of the old American Casing property which has been recently purchased by Westile Truck. As currently built, the south end of 26th Avenue curves to the east as it approaches Front Street. This curve encroaches onto private property owned by Black Pine Holdings on the east side of 26th Avenue. This encroachment is depicted in the aerial photograph included in the Commissioner's Information Packet. Right of way intended to accommodate 26th Avenue was dedicated by the Owan Subdivision and the Williston Basin Mineral Technology Subdivision Plats. This right of way runs straight south and does not include provisions for the encroachment caused by the 26th Avenue curve. Copies of these plats are included in the packet. Black Pines has plans to develop their property and wants to be able to use the area now occupied by the 26th Avenue encroachment. Black Pines has requested the City to rebuild 26th Avenue off their property and into the right of way where it belongs. We estimate the cost to relocate 26th Avenue West at between \$50,000 and \$75,000. Moore Engineering has offered to assist the City in the design and construction of the realignment of 26th Avenue West by a task order to be billed hourly not to exceed \$15,700. The proposed Task Order is included in the packet.

Mayor Klug asked who is going to pay for this project. Bob Hanson answered the City of Williston.

Mayor Klug commented he feels if they want it moved, they should share some of the cost.

Commissioner Bekkedahl asked how the road ended up in the wrong place to begin with. Bob Hanson answered he is not sure, as this road has been this way for quite some time.

**Motion by Cymbaluk, to make a motion to deny the request, there was no second heard.**

Mayor Klug commented that there are two large properties located out there and feels there should be more financial participation from the other landowners and wants to seek some further guidance.

Commissioner Cymbaluk agreed with the Mayor regarding the City having to be responsible for the entire cost.

Mayor Klug indicated we have some time and suggested to table this for now.

Commissioner Cymbaluk asked if we can also run this by the City Attorney.

**Motion by Piesik, Seconded by Brostuen to make a motion to table Task Order No.1 until it can be determined if there can be some cost participation from the property owners**

**Commissioner Piesik amended the motion to include this matter be reviewed by the City Attorney to make sure there is no Statute of Limitations matter that we could rely on to help us decide**

**UNANIMOUS BY VOICE VOTE**

- F. Fire Department
- G. Police Department
- H. Development Services
- I. Economic Development
- J. Airport

Anthony Dudas Airport Director presented the following:

We opened XWA on October 10, 2019, but several construction projects remain underway. Our team battled and overcame several challenges to ensure our commencement date was held. A few of these major challenges include; a spring thaw which did not occur until May 23rd, substantial cement shortages, cement contamination, and the wettest September on record for our region. These challenges led to delays in construction schedules and required our professional services to extend their efforts past October 10, which was the planned date for all construction to be complete. KLJ has asked to amend the professional service efforts for three task orders which are detailed below. These proposed amendments will cover costs associated with finishing the 2019 construction season which is anticipated to wrap up on December 20, 2019. In addition to the construction oversight costs, this proposal will provide adequate funding to work through intricate detail to determine exact costs which can be allocated to items beyond the City's control. By doing this, we will be able to determine if there are avenues which we can recapture these costs through contractual obligations with our contractors and suppliers. There are additional professional service costs for 2020 which will be brought to the commission through an additional amendment.

While developing this amendment request, there were several unknowns on the efforts which will remain in 2020. This includes estimated construction schedule to complete the remaining work which will play a large part in what professional service costs will be for this effort. We will be working on this throughout the winter and will bring this information back for commission review prior to construction commencing in 2020. XWA has a currently estimated inaugural build cost of \$273.9M. We currently have \$271.0M under contract. Our team anticipated change orders such as this and have planned to have these costs captured within the original project budget.

- 1) KLJ CA/CO Services Task Order Amendments
  - a. Task Order #37 – Runway 14/32 and Taxiway A

Runway 14/32 and Taxiway A were originally scoped to be complete in 37 weeks for CA/CO services. There have been 54 weeks of construction on this project to date and still some work to be complete in 2020 to finish grading and joint seal. Much of this delay can be attributed to the cement supply shortage throughout most of the summer as well as record rainfall in September. The cement supply issue caused less efficient concrete pours which required the same number of hours for oversight, but less work being completed due to running short of material throughout the day. Additional material testing was also required because of this shortage as more beams were needed to test the material placed to allow us to open airfield pavements which met strength. This would typically meet the mandatory 28-day cure period, but if we waited for this time frame, we would not have been able to open the runway on October 10. In addition to these, cement contamination required even more material testing to ensure the concrete met FAA specification. This included a site visit by a concrete expert to ensure appropriate oversight was taken for this specific issue. All professional service costs associated with cement contamination will be negotiated with the contractor to recoup this value. Electrical construction is anticipated to wrap up on December 20 with an estimated 75% complete permanent lighting installation. This will resume when weather permits in the spring. The delay of this construction is due to all the aforementioned delays and were compounded by insufficient resources to complete the work. Several schedules were shared by the contractor showing their completion by October 10, but this was not accomplished. By not completing all this work before October 10, we were required to create FAA mandated construction safety phasing plans for construction on an operational airport. This is a large effort and requires training of contractors and additional oversight. All these professional service changes are shown below, and they equal 11.25% of the total construction contract. This includes design, CA/CO, and material testing.

•	Original Task Order Amount	\$2,041,290.00
•	Net Change for Prior Amendments	\$246,950.00
•	This Amendment Amount	\$556,734.34
•	Adjusted Task Order Amount	\$2,844,974.34

We recommend approval.



**Motion by Brostuen, Seconded by Cymbaluk to move the City Commission approve Task Order 37 Amendment 2 amount being \$556,734.34 to KLJ for a new hourly not to exceed contract value of \$2,844,974.34**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

**b. Task Order #39 – Commercial Service Apron**

The commercial service apron was originally scoped to be complete in 21 weeks for CA/CO services. There have been 37 weeks of construction on this project to date and still some work to be complete in 2020 to finish grading and joint seal. Much of this delay can also be attributed to the cement supply shortage throughout most of the summer as well as record rainfall in September. Additional material testing was also required because of this shortage as more beams were needed to test the material placed to allow us to open airfield pavements which met strength. This would typically meet the mandatory 28-day cure period, but if we waited for this time frame, we would not have been able to open the apron on October 10. All these professional service changes are shown below, and they equal 11.58% of the total construction contract. This includes design, CA/CO, and material testing.

•	Original Task Order Amount	\$810,720.00
•	Net Change for Prior Amendments	(\$179,940.00)
•	This Amendment Amount	\$150,800.26
•	Adjusted Task Order Amount	\$781,580.26

We recommend approval.

**Motion by Piesik, Seconded by Brostuen to make a motion to recommend approval of Task Order 39 Amendment 2 to KLJ for a new hourly not to exceed contract value of \$781,580.26**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

**c. Task Order #41 – NAVAIDS**

The NAVAID project includes the FAA instrument landing system and MALSR light lane. This project is highly specialized due to the extensive coordination with FAA and the National Weather Service. The contractor provided several schedules, the most recent of which on September 16 showed completion of these efforts by September 30, 2019. A minimal portion of this project delay can be attributed to weather and equipment changes, but the majority of this was inadequate staffing by the contractor to complete the project. In addition to this, equipment issues continued until December 10, 2019 which were caused by

manufacturer defects. This change order will provide sufficient funding for the City to investigate the above items to recapture some of these costs. All these professional service changes are shown below, and they equal 31.88% of the total construction contract. This includes design, CA/CO, and material testing.

•	Original Task Order Amount	\$382,405.00
•	Net Change for Prior Amendments	(\$84,860.00)
•	This Amendment Amount	\$87,292.87
•	Adjusted Task Order Amount	\$384,837.87

We recommend approval.

Commissioner Bekkedahl asked about the 31.88% and if this was an error. Anthony Dudas answered yes, it is a typo.

Commissioner Cymbaluk asked if there will be any opportunity for financial recourse. Anthony Dudas answered yes.

**Motion by Brostuen, Seconded by Bekkedahl to move the City Commission approve Task Order 41 Amendment 2 amendment amount \$87,292.87 for a new hourly not to exceed contract value of \$384,837.87**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

## 2) ISN Pavement Demolition Change Order

Now that all contaminated soils have been removed from the fuel farm location at ISN and a formal notice from the ND Department of Environmental Quality stating no further action is necessary, we must refill the area which was removed to allow for development to begin in the spring. We approached Knife River, who is under contract to complete the pavement and aggregate demolition for ISN decommissioning effort, to provide a price to fill the hole to the specifications necessary to meet future development needs. These specifications will require utilization of heating and blanketing to combat winter weather conditions as well as meeting 95% compaction in 6" lifts in an area approximately 110' x 80' and 18' deep. The gravel used will be from the runway excavation that has already taken place. I recommend approval of Change Order 1 to Knife River in the amount of \$138,855.00.

Commissioner Cymbaluk asked if we were able to re-coup any of these costs from the negligence of the first contractor who failed to identify these issues. Anthony Dudas answered he will coordinate with Jordon Evert, City Attorney to verify this is being investigated.

David Tuan, City Administrator, asked if Ulteig will be inspecting and observing this work. Anthony Dudas answered it is Strata and yes, they will, and the reports are sent to Ulteig.

**Motion by Cymbaluk, Seconded by Piesik to move to approve Change Order 1 to Knife River in the amount of \$138,855.00 as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

3) NWS Lease Agreement

The National Weather Service currently has a liaison stationed at XWA in our operations center. He is inhabiting one office which is 139 sq. ft. We developed a rental rate of \$314.95 per month based on our construction costs and operating expenses amortized over 25 years. This agreement will expire on October 31, 2020 when the NWS plans to fully close their office in Williston. I recommend approval of the lease agreement.

**Motion by Brostuen, Seconded by Bekkedahl to move for approval of the lease agreement at XWA with the National Weather Service as presented**

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

**NAY: None**

**ABSENT AND NOT VOTING: None**

**CARRIES: 5-0**

- K. Convention and Visitor's Bureau
- 9. Appointments and Consultations with Officers
- 10. Unfinished Business
- 11. New Business
- 12. Executive Session
- ~~A. Purchase Contracts for Williston Square~~
- 13. Adjourned meeting at 6:42pm

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

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Howard Klug, President  
Board of City Commissioners

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Hercules Cummings, Finance Director