

MAY 15, 2006

Commissioner Dukart stated as a member of the Urban Forestry Committee, she requests City Commission approval of a donation of \$2,000 to assist in planting trees on Arbor Day to be held on May 20<sup>th</sup>. She stated the Committee has been actively soliciting donations for the much needed plantings.

MOTION BY: Rhonda Dukart                      SECONDED BY: Carson Steiner  
To grant \$2,000 to the Urban Forestry Committee from the General Fund to assist in tree planting in the downtown area.

**DISCUSSION:** Sund stated he spoke with North Dakota Department of Transportation in regard to obtaining a grant to assist in the tree planting in the downtown area. He stated many of the downtown trees were planted approximately 15+ years ago through a special NDDOT Transportation Enhancement Grant. Sund stated as with other grants the City may need to fund the project prior to obtaining a grant. President Johnson stated he feels it is the City's obligation to plant the trees whether a grant is obtained or not and suggested City staff present a proposal to the City Commission. Dukart stated should a citizen desire to donate to the Arbor Day tree planting project they may stop at City Hall.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1.  
Motion declared duly passed.

## NON-TIMETABLE AGENDA

#### 4. GENERAL ISSUES/FINANCE

A. MONTHLY FINANCIAL REPORT FOR APRIL 2006:

Greg Sund highlighted the financial report for April. He stated he will be making some changes in the reporting forms in future months to better communicate some of the items. Commission noted a decrease in oil royalty moneys.

MOTION BY: Carson Steiner      SECONDED BY: Rhonda Dukart  
To approve the April 2006 financial report as presented.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1.  
Motion declared duly passed.

**B. REAL ESTATE OFFER FROM KEARY AND SHARMAINE KADRMAS**

President Johnson noted that this item was on the last City Commission agenda but due to the absence of two commissioners, the item was carried over to this agenda. City Attorney Timothy Priebe referenced a disclosure made at the last meeting by Commissioner Joe Frenzel and that the offer from Keary and Sharmaine Kadrmas was being made through him as a real estate agent and owner of Everett Real Estate. Priebe stated because of Commissioner Frenzel's involvement and according to state law, there must be a unanimous decision by the Commission.

MOTION BY: Bill Reitmeier                                  SECONDED BY: Carson Steiner  
To approve the Purchase Agreement from Keary J. and Sharmaine M. Kadrmas for Lot Four, Block Five, Prairie Hills 4<sup>th</sup> Addition in the amount of \$14,400, as the property has been on the market for many years, that the offer is a full price offer and that no other offers at equal cost have been received by the City.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1.  
Motion declared duly passed.

## 5. PUBLIC SAFETY

### A. REPORTS:

### 1. Fire Department Monthly Report:

Fire Chief Bob Sivak, presented the monthly report for April. He stated April activities were diverse and they are ready for the challenges before them. He stated they are in the process of interviewing for the position of a Firefighter. President Johnson noted that the hiring of a Firefighter is not an added person but rather replaces a vacancy of Assistant Fire Chief that will not be filled. Sivak stated the department has implemented a Reserve Firefighter Program in an effort to retain veteran members or attract them back. He stated the veteran members are valuable members as mentors to new firefighters and as department representatives and spokespersons in the community.

2. Police Department Monthly Report:

Police Chief Chuck Rummel presented the monthly report. He stated activities for April included School Zone Enforcement with a total of 34 school zone contacts made; a speed survey conducted in the 700 block of 15<sup>th</sup> Street West and the department participated in the April "Crackdown" which targeted alcohol violations within the community. He referenced the Southwest Sakakawea Task Force numbers for April and noted there were six Dickinson cases with three involving meth. He stated School Resource Officer, Lt. Wallace, was involved in 32 incidents in April.

6. PUBLIC WORKS - ENGINEERING

A. RESOLUTION ACCEPTING ENGINEER'S ANNUAL REPORT FOR DOWNTOWN IMPROVEMENT DISTRICT NO. 4

City Engineer Shawn Soehren, presented the Annual Report for Downtown Improvement District No. 4. He stated the district will be renewed for five years with an annual assessment of \$20,000 which will be used for upkeep of the downtown city owned parking lots.

MOTION BY: Bill Reitmeier                      SECONDED BY: Rhonda Dukart  
To authorize introducing Resolution No. 13-2006 for adoption:

**RESOLUTION NO. 13-2006**

**A RESOLUTION RECEIVING THE ENGINEER'S REPORT AS TO THE GENERAL NATURE, PURPOSE, AND FEASIBILITY OF THE OPERATION, MAINTENANCE AND IMPROVEMENT OF THE DOWNTOWN PUBLIC PARKING LOTS AND AN ESTIMATE AS TO THE PROBABLE COST OF WORK FOR DOWNTOWN IMPROVEMENT DISTRICT NO. 4**

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1.  
Motion declared duly passed.

B. RESOLUTION DECLARING NECESSITY OF IMPROVEMENTS FOR DOWNTOWN IMPROVEMENT DISTRICT NO. 4:

MOTION BY: Rhonda Dukart                      SECONDED BY: Bill Reitmeier  
To authorize introducing Resolution No. 14-2006 for adoption:

**RESOLUTION NO. 14-2006**

**A RESOLUTION DECLARING NECESSITY OF AN IMPROVEMENT IN THE DOWNTOWN IMPROVEMENT DISTRICT NO. 4**

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1.  
Motion declared duly passed.

C. REPORT:

1. Board of Appeals meeting minutes from April 25, 2006:

City Engineer Shawn Soehren referenced minutes from the Board of Appeals meeting held on April 25<sup>th</sup>. He stated Southwest Grain requested a variance to allow the installation of a sprinkler system to be installed in the warehouse located at 1722 Hwy 22 South (L2 & 3, Block 3, Candee-Praus Subdivision) without a public water supply but to provide exterior emergency hookups for fire trucks. The variance was approved by the board subject to requiring they hook to city water when it becomes available.

2. Code Enforcement Report for April 2006:

Soehren stated the numbers are similar to last year.

3. Water and Sewer services to Stark County Shop:

City Engineer Shawn Soehren stated City staff has been meeting with Al Heiser from Stark County in regard to water and sewer for the County's new shop. He stated the County shop is to be located approximately 3700 feet away from city utilities but located within city limits. He stated initially the County thought they could get water from SW

Water Authority, but by agreement with SW Water Authority, they cannot service anyone within the city limits without City approval. He stated the estimated cost of getting City water to the facility is \$210,100 and the County did not budget for the expense therefore is asking the City to allow them to connect to SW Water. Soehren stated should the City consider their request, the City should set a time frame during which city water would be extended to the site. Soehren stated additional discussion included a possible need for a lift station and it was his understanding the County desired the City to participate with approximately half of the lift station cost. Shawn Soehren noted that all improvements would need to meet city standards.

Greg Sund stated the only way he could recommend the City participate in sharing costs with the County would be that the County deed some land for a shared facility. Commissioners voiced concern with sharing in the costs for water and sewer services for the County Shop and constructing a lift station when there was no intention of annexing additional property from the neighboring homeowners. President Johnson asked City Engineer Soehren how the City would handle the situation if it was a request from a private developer. Soehren stated the developer would need to provide the services and could request development impact fees to assist with the improvements. Johnson asked that City staff continue to work with the County and keep the Commission informed.

7. PUBLIC WORKS – MAINTENANCE AND UTILITIES

A. REPORT:

1. Changes to Water Utilities and Cemetery Ordinances:

Public Works Manager Skip Rapp, presented a draft of revisions to the Water Utilities and Cemetery ordinances. Suggested changes to the Water Utilities ordinance included elimination of reference to penalty in the wastewater rates, changes to early payment list, and further clarify wastewater backup fees. He stated suggested changes in the Cemetery ordinance included elimination of reference to the Cemetery Committee. He added he sees value in the committee but that it should not be in ordinance. This change would give flexibility to include representation from all of the local funeral homes and any clergy and concerned citizens.

8. ADMINISTRATION:

CITY ADMINISTRATOR REPORT:

1. Prairie Public Television documentary:

Greg Sund stated the City received a letter from Prairie Public Broadcasting giving awareness of conducting a research for a documentary on the development of Highway 10 and Interstate 94. Sund stated he intends to delegate involvement to the newly hired Historic Preservationist/Museum Center Director, Danielle Stuckle.

2. Thank you letters from Senior Citizen Centers:

Sund noted additional thank you notes were received from Senior Citizen Centers who received grant moneys.

3. NDLC Legislative Planning Session:

Greg Sund stated he attended a NDLC Legislative Planning Session in Bismarck on May 2<sup>nd</sup>. He stated discussion was held in regard to efforts to address ways to increase funding for schools; sales and property tax issues; streamlining sales tax; a possible mill levy to help fund health insurance benefits for employees; local government property tax growth; city development impact fees and tax increment financing, etc

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4. Letter from EPA regarding Historic Elks Building:

Greg Sund stated the City received a letter from the US Environmental Protection Agency stating the Brownfield Cleanup Grant for the Historic Elks Building is officially closed therefore the City can proceed to close the transaction with Beaver Brinkman. Sund reminded the Commission that Mr. Brinkman is interested in a portion of the old city hall parking lot area and commissioner consideration would be requested in the near future.

5. Taxi Services:

Sund stated the City continues to seek individuals who desire to operate the Taxi Cab company. He stated the deadline for proposals is May 26<sup>th</sup>. Commissioner Reitmeier stated he receives many comments in regard to the needed service of the taxi cab company and the possible need to subsidize the operation. Sund stated individuals can contact Elder Care for services during the transition.

6. Other:

Sund stated the City received a letter from Oreo Animal Rescue in regard to their possible purchase of an animal shelter south of Dickinson and their desire for a possible donation. Sund stated he will contact Dr. Kim Brummond in regard to the City's animal shelters role in this project.

9. ACCOUNTS PAYABLE

MOTION BY: Carson Steiner                      SECONDED BY: Rhonda Dukart

To approve the accounts payable as presented with accounts payable numbers 73,318 to 73,473. Said list is available in the Accounting Office.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1.  
Motion declared duly passed.

10. CITY COMMISSIONERS' REPORTS:

N/A

11. PUBLIC ISSUES OF CITY CONCERN NOT ON THE AGENDA:

N/A

ADJOURNMENT

MOTION BY: Bill Reitmeier                      SECONDED BY: Rhonda Dukart

For adjournment of the meeting at 6:32 PM.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1.  
Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

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Cindy Selinger, Assistant to City Administrator

APPROVED BY:

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Greg Sund, City Administrator

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Dennis W. Johnson, President  
Board of City Commissioners

Date: \_\_\_\_\_