

I. CALL TO ORDER

President Dennis W. Johnson called the meeting to order at 5:15 PM.

II. ROLL CALL

Present were: President Dennis W. Johnson, Commissioners Bill Reitmeier, Carson Steiner, Rhonda Dukart and Joe Frenzel

**STANDARD MOTIONS**1. ORDER OF BUSINESS

MOTION BY: Bill Reitmeier                      SECONDED BY: Carson Steiner

To approve the September 4, 2007 Order of Business as presented.

DISPOSITION: Motion carried unanimously.

2. CONSENT AGENDA

MOTION BY: Carson Steiner                      SECONDED BY: Rhonda Dukart

A. Approve minutes of regular meeting dated August 20, 2007 and special meeting dated August 13, 2007;

B. Approval of Budget Amendment for Road Improvement in Dickinson Cemetery;

C. Approval of Pledged Securities Report for June 30, 2007;

D. Approval of release of Water Exploration Easement in Water's Edge Subdivision.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0.

Motion declared duly passed.

**TIMETABLE AGENDA**

5:45 PM

ESG HEARING – MARK BUCHOLZ

President Johnson asked for public input regarding the adoption of recommendations from Energy Services Group (ESG) to address energy efficiency improvements to City buildings. No public comment was received. Mark Bucholz, Account Executive from ESG, addressed the Commission by reintroducing ESG. He stated they are an independent provider of engineering/construction, management/commissioning services, they pioneered the Guaranteed Savings Programs for ND Higher Education and are dedicated to the public sector and to existing facilities. He stated the Guaranteed Savings Program is referred to in the ND Century Code. He stated the City's total project is \$728,094 with the self-funded scope being \$537,532 with a \$42,228 guaranteed savings with no capital required to implement the program. He stated there is a deferred maintenance scope of the project which amounts to \$190,562 which will provide a \$4,338 guaranteed savings over 15 years and would cost the City a \$75,000 cash injection. Mr. Bucholz stated since last visiting with Mr. Sund they have been able to obtain a lower interest rate quote which is now 4.25%. He stated it is important the City consider moving forward with the project as the interest rate has been fluctuating. Bucholz introduced Michael Frey who would be the City's Project manager and stated local contractors would be hired to perform the work.

MOTION BY: Rhonda Dukart                      SECONDED BY: Joe Frenzel

To approve the revised Resolution No. 18-2007 and authorize the \$75,000 for the project be taken out of the General Fund.

**RESOLUTION NO. 18-2007****CERTIFICATE OF CITY COMMISSION RESOLUTION**

DISPOSITION: Roll call vote....Aye 5, Nay 0, Absent 0.

Motion declared duly passed.

Mr. Bucholz stated he has been working with City Administrator Sund in regard to the LEED program. He stated should the City of Dickinson be interested in pursuing the designation, he will assist and the City could be the first in ND. He stated the

certifications provide independent, third-party verification that a building project meets the highest performance standards. He stated it is recognized nationwide as proof that a building is environmentally responsible, profitable and a healthy place to live and work.

6:00 PM

OLD RED TRAIL COMMITTEE – GLEN CLARK

Glen Clark provided background on the Old Red Trail. He stated the mission of the Committee is for recreational, historical and economic revitalization in the communities along Highway 10 from Mandan to Dickinson, by creating awareness of the Old Red Trail as an alternative to Interstate travel in western ND. He stated in May 2006, the Hebron Community EDC called a meeting of regional citizens for a rural revitalization project. He stated the focus was to determine if communities could work together to apply for the Scenic Byway/Backway designation, which is a statewide program sponsored by ND Parks and Recreation Department and NDDOT. He stated the committee is represented by eight communities and meets every 4<sup>th</sup> Thursday of the month in an attempt to complete the application by the deadline which is in one year. Clark asked the City to consider providing a letter of support for the project, designate someone who would participate in the committee meetings and contribute \$500.

MOTION BY: Carson Steiner                      SECONDED BY: Rhonda Dukart

To authorize management to provide a letter of support for the Old Red Trail, provide a financial contribution of \$500 with funds being obtained from the Hospitality Tax Fund and in the near future provide a name of a volunteer to participate in the Committee meetings.

DISCUSSION: Danielle Stuckle, Museum Director, stated she has attended one of the Old Red Trail meetings along with being involved with Terri Thiel of the Convention and Visitors Bureau, LaRue Roth of the Chamber of Commerce and Emil Wiegler of the Stark County Historical Society. She encouraged citizens to become involved. Sund stated anybody listening to the City Commission and interested in participating on the Committee should contact Danielle Stuckle at the Museum Center or himself at City Hall. Johnson stated if no volunteers come forward, Stuckle and Sund should recruit a member for the Committee.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0.  
Motion declared duly passed.

**NON-TIMETABLE AGENDA**

4. GENERAL ISSUES/FINANCE

A. 2008 ANNUAL APPROPRIATIONS ORDINANCE

President Johnson asked if there was any public comment regarding the annual appropriations ordinance. No public comment was received. City Administrator Sund stated he made several changes since the first copy of the preliminary budget which has allowed increasing employees salaries 3% versus 2%. Sund stated in order to reduce the use of sales tax money being transferred to the general fund, construction of a new public works building has been delayed one year and moved to year 2009. He stated he did not feel the delay of one year was a problem as there are numerous issues not yet finalized nor has a site been identified. President Johnson stated he met with Sund and they have slightly reduced some revenue projections such as oil royalties, court fines, and land sales. He stated the original numbers were optimistic and the odds of all three coming in at that level was too optimistic. Sund stated prior to final reading of the ordinance he may also consider adjusting the Sales Tax revenue numbers. In addition transferring dollars from Sales Tax III to the General Fund with the intent of paying operating and major maintenance for the Community Center from the General Fund.

MOTION BY: Joe Frenzel                      SECONDED BY: Carson Steiner  
For first reading (and waiver thereof) of Ordinance No. 1343:

**ORDINANCE NO. 1343**

**AN ORDINANCE ENTITLED “THE ANNUAL APPROPRIATION AND TAX LEVY” APPROPRIATING THE SUM OF MONEY NECESSARY TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF DICKINSON, NORTH**

**DAKOTA, AND MAKING THE ANNUAL TAX LEVY FOR THE FISCAL YEAR BEGINNING JANUARY 01, 2008 AND ENDING DECEMBER 31, 2008, INCLUSIVE.**

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0.  
Motion declared duly passed.

**B. RECLASSIFICATION RECOMMENDATIONS FROM CIVIL SERVICE COMMISSION – TODD TAVIS**

Todd Tavis, Chairman of the Civil Service Commission addressed the City Commission supporting reclassification requests for the Senior Equipment Mechanic and Senior Public Works Specialist from Grade 5 to Grade 6. He stated it was agreed the Senior Equipment Mechanic position over the years has required additional technical requirements of the job as vehicles and equipment have become more complicated. He stated the Civil Service Commission also believes the Senior Public Works Specialist should be reclassified. He stated there are currently six people in the position with three of the people taking on supervisory responsibilities on a daily basis. Tavis stated the Civil Service Commission would have been able to consider reclassifying only those individuals who took on the additional supervisory duties but were not able as the department does not have an appropriate position identified above the Senior position. Tavis stated he would have recommended reorganization but the Civil Service Commission was not given that option. Commissioners questioned Tavis whether the position of Senior Public Works Specialist had changed. Tavis stated the duties of three of the individuals have changed by 25% due to the supervision responsibilities. Sund stated a reclassification of the position would reclassify all six currently holding the title. Johnson questioned how many Public Works Specialists there were in the Street Department. Ken Kussy stated there were four individuals with the title. Johnson noted there would then be two supervisors supervising two individuals each. Dukart questioned the job description duty which references supervisory responsibilities and it referencing 10% of the annual duties. Commissioner Steiner stated it appears the issue is pay related.

MOTION BY: Carson Steiner                      SECONDED BY: Bill Reitmeier  
To reclassify the Senior Equipment Mechanic job classification from Grade 5 to Grade 6.  
DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0.  
Motion declared duly passed.

MOTION BY: Bill Reitmeier                      SECONDED BY: Joe Frenzel  
To deny the reclassification request for Senior Public Works Specialist from Grade 5 to Grade 6.  
DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0.  
Motion declared duly passed.

**C. REPORT:**

**1. St. Benedict Health Systems MIDA Bond Issue:**

Greg Sund stated since the agenda was produced, St. Benedict Health Systems has withdrawn their request for the City of Dickinson to sponsor a bond issue. He stated after they realized the City would be considering selling debt in excess of one million dollars for numerous projects and equipment in 2007, they determined the costs to St. Ben's would not be feasible.

**D. REFUNDING RESOLUTION FOR SEWER MAINLINE VIDEO SYSTEM**

Accounting Manager, Tina Fisher requested Commission approval of a lease/purchase financing option with Bank of the West for a Mainline Inspection System for the waste water and storm water departments. She stated Bank of the West submitted the lowest interest rate at 4.26%. Commissioner Steiner stated he is an employee of Bank of the West but did not have a conflict as he would receive no financial gain from the financing.

MOTION BY: Rhonda Dukart                      SECONDED BY: Joe Frenzel  
To approve the Lease/Purchase with Bank of the West at 4.26% for a Mainline Video Inspection System for the waste water and storm water utilities.  
DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0.  
Motion declared duly passed.



