REGULAR MEETING

OF THE KILLDEER CITY COMMISSION

December 20th, 2021

Commission President Carey Praus called the meeting to order at 5:00 PM. Commissioner’s present were Kelly Summerfield, Kevin Candrian, Logan Wallace, and Ryan Schleppenbach. Eric Braathen, Cameron Deperalta, Brett Morlok, Ward Heidbreder, Dion Steinley, Wren Murphy, Hannah Braathen, Tucker Williams, John Ryan, Luke Olson, Mechelle McFarland, and Pam Kukla were also present with Nate Bouray, Andrew Thill, Jeff Simmons, Scott Harmstead, and Hannah Peterson present via conference call.

Commissioner Candrian moved to approve the consent agenda, seconded by Commissioner Wallace. The consent agenda consisted of the minutes of the December 6th, 2021 regular meeting, bills, and a local gaming permit for Halliday Fire Department for poker. All voted aye on a roll call vote. M/C

Ward Heidbreder with North Dakota Rural Water discussed with the Commission the North Dakota Backflow Prevention & Cross Connection Control Program.

Commissioner Wallace made the motion to approve the first reading on Ordinance 2021-005 for the Backflow Prevention & Cross Connection Control Program, with the purpose to protect the public water system from contaminants or pollutants that could enter the distribution system by backflow from a customer’s water supply system through the service connection. The motion was seconded by Commissioner Schleppenbach. All voted aye on a roll call vote. M/C

Commissioner Candrian made the motion to approve the comprehensive plan option for the Backflow Prevention & Cross Connection Control Program, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to start the process for poultry ordinance options, motion was seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Schleppenbach made the motion to approve moving Eric Braathen & Dion Steinley to step 10 on the payroll step schedule, seconded by Commissioner Wallace. Summerfield, Schleppenbach, Wallace, and Praus voted aye. Candrian voted nay. M/C

School Board President Pam Kukla, Andrew Thill with Lowry Engineering, and Hannah Peterson with Lowry Engineering discussed the Transportation Alternatives High Street Sidewalk Improvements application for 2025.

Commissioner Wallace made the motion approve project sponsorship for the 2025 Transportation Alternatives High Street Sidewalk Improvements Project Grant Application and to discuss the funding for the project at a later date. The motion was seconded by Commissioner Schleppenbach. All voted aye on a roll call vote. M/C

Commissioner Schleppenbach made the motion to have the Killdeer School District and Lowry Engineering submit the application on behalf of the city for the Transportation Alternatives Grant, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

City Engineer Brett Morlok discussed the bid opening on December 15, 2021 for 2021 High Street NW Water & Sewer Replacement Project. Two bids were received for the project: BEK Consulting for $1,019,124.00 and Kemper Construction Co. for $1,256,323.00. The Engineer’s Estimate was $1,040,000 and the engineer’s recommendation is to reward the project to BEK Consulting.

Commissioner Candrian made the motion to accept the bid from BEK Consulting for $1,019124.00 for the 2021 High Street NW Water & Sewer Replacement Project, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Summerfield made the motion to approve Change Order #5 for the 2021 High Street Water & Sewer Extension for $2,937.00, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Schleppenbach made the motion to approve the consent form relating to landowner improvements on Lot 1, Block 5 for the Killdeer Highlands for a stormwater drainage easement, motion was seconded by Commissioner Candrian. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to start the process for poultry ordinance options, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

The Deputy Auditor Hiring Committee discussed the current Deputy Auditor position. The City of Killdeer received 21 applicants and the four finalists for the position were Theresa Carlholm, Christy Reems, Donna Rohr, and LaVae Williams. The hiring committee recommended Christy Reems to be hired for the Deputy Auditor position.

Commissioner Summerfield made the motion to hire Christy Reems for the Deputy Auditor position, motion was seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Schleppenbach thanked Donna Knutson for her time on the Killdeer Public Library Board.

Commissioner Schleppenbach made the motion to appoint Cindy Agre to the Killdeer Public Library Board, seconded by Commissioner Candrian. All voted aye on a roll call vote. M/C

City Engineer Morlok let the Commission know of the proposed new County shop building at the old Patterson property and will update the Commission regarding stormwater and other requirements at a later date.

Commissioner Candrian made the motion to approve the quote from Twin City Roofing LLC for $40,897.00 for the water treatment roof repairs, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to have a 5.9% Cost of Living Adjustment for 2022 employee wages, seconded by Commissioner Summerfield. Summerfield, Schleppenbach, Wallace, and Praus voted aye. Candrian voted nay. M/C

Commissioner Schleppenbach made the motion to approve the free trial run with the Living Local App with Kat & Company, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Candrian made the motion to approve Rath & Mehrer performing the 2021 Audit for the city for $11,800, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Having no further business, Commissioner Candrian moved to adjourn. The meeting was adjourned at 6:35 P.M.

The following bills were approved for payment:

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| Payroll 12-20-2021 |  | $31,205.26 |
| EFTPS 12-20-2021 |  | $11,364.83 |
| 18515 1st Unum Life Insurance |  | $1,474.09 |
| 18516 2K Electric, LLC |  | $713.91 |
| 18517 Advanced Engineering |  | $33,407.45 |
| 18518 Aramark |  | $575.20 |
| 18519 Butler Machinery Co. |  | $29.28 |
| 18520 Carrot-Top Industries |  | $325.41 |
| 18521 City Air Mechanical, Inc. |  | $7,794.65 |
| 18522 City of Dickinson |  | $4,300.97 |
| 18523 Dakota Filter Supply |  | $79.27 |
| 18524 Dane Larsen |  | $1,800.00 |
| 18525 DirectTV |  | $195.99 |
| 18526 Dooley Enterprises, Inc. |  | $1,748.12 |
| 18527 Forum Communications |  | $608.46 |
| 18528 G&G Garbage, LLC |  | $795.33 |
| 18529 Hawkins, Inc. |  | $985.01 |
| 18530 McKenzie Electric Coop. |  | $430.30 |
| 18531 MDU |  | $10,629.44 |
| 18532 ND Rural Water Systems |  | $290.00 |
| 18533 ND Water Users Assoc. |  | $100.00 |
| 18534 Normont Equipment Co. |  | $7.00 |
| 18535 ND Planning Assoc. |  | $200.00 |
| 18536 Pacific Assets, Inc. |  | $251.10 |
| 18537 Robertson Metal Recycle |  | $241.95 |
| 18538 Safeguard Business System | $194.44 |
| 18539 Silverwood Tire, LLC |  | $30.00 |
| 18540 SW Multico Corr. Center |  | $345.00 |
| 18541 Verizon Connect, NWF |  | $92.95 |
| 18542 Verizon Wireless |  | $618.08 |
| 18543 Western Choice Apartments | $600.00 |
| 18544 Western Choice Coop. |  | $3,684.83 |

Minutes are subject to review and revisions.

Carey Praus, Commission President

Matt Oase, City Administrator