REGULAR MEETING

OF THE KILLDEER CITY COMMISSION

July 6th, 2020

Commission President Chuck Muscha called the meeting to order at 5:00 p.m. Commissioners present were Kevin Candrian, Carey Praus, and Kelly Summerfield, with Logan Wallace present via conference call. Ron Fettig, Eric Braathen, Cameron Deperalta, Brett Morlok, Carie Boster, Mechelle McFarland, Bobbi Strait, Andrea Goetz, Mark Benz, Lou Dobitz, Jenny Dobitz, Morgan Harmen, and Cara Sorenson were also present with Nate Bouray present via conference call.

The City of Killdeer organization meeting commenced. Commission President Muscha welcomed the newly elected Commissioners Cary Praus, Kelly Summerfield, and Logan Wallace. Oaths of Office were reviewed, having been completed by each newly elected Commissioner on/prior to June 23rd per NDCC 40-15-03.

Commissioner Praus moved to appoint Commissioner Candrian to Vice President, seconded by Commissioner Summerfield. Ayes: Summerfield, Praus, Wallace, Muscha. Candrian abstained. M/C

Commissioner Candrian motioned to approve the commissioner duties and portfolios assigned, seconded by Commissioner Praus. All voted aye on a roll call vote. M/C

The commissioner duties are listed as follows: Commission President Muscha is the Police Commissioner, Oil and Gas representative, and Golf Board representative; Commissioner Candrian is the Finance Commissioner and Aquatics & Wellness Center portfolio holder; Commissioner Praus is the Parks & Rec portfolio holder and JDA Board representative; Commissioner Wallace is the Water/Sewer Commissioner and the Streets Commissioner; Commissioner Summerfield is the Garbage Commissioner and the Visitor’s Committee representative.

Commissioner Wallace made the motion to appoint Nate Bouray with Ebeltoft/Sickler Lawyers as the City Attorney, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Praus made the motion to appoint Dane Larsen as the City Assessor, seconded by Commissioner Candrian. All voted aye on a roll call vote. M/C

Commissioner Summerfield made the motion to appoint Brett Morlok with AE2S Engineering as the City Engineer, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Candrian made the motion to appoint Scott Harmstead with SRF Consulting as the City Planner, seconded by Commissioner Praus. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to appoint Richard Pelton, Jeff Bren, LaVae Williams, Ceaton Hoots, Patrick Hedger, JoAnn Lindemann, and Roger Gartner to the Planning & Zoning Board, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Praus moved to approve the consent agenda, seconded by Commissioner Candrian. The consent agenda consisted of the minutes of the June 15th, 2020 regular meeting; bills; gaming permit for the Hill Top Heritage Foundation; gaming permit for West Dunn Fire District; building permit for Mike MacChesney for a garage; building permit for Grace Ford for a carport; building permit for Josh Andersen for storage sheds; and a building permit for Wayne Kluver for a carport. All voted aye on a roll call vote. M/C

Jenny & Lou Dobitz discussed with the Commission the drainage issues at their lot at 277 Dakota ST. City Engineer Morlok was directed by the Commission to look into the issue to see what can be done on the City end.

Andrea Goetz discussed with the Commission her pet pit bull recently being classified as a dangerous animal due to an incident where it attacked a neighbor’s dog and other possible items, which led Police Chief Braathen to designate the pit bull as a dangerous animal that was no loner allowed in City limits. Commissioner Candrian made the motion to approve the Police Chief’s decision regarding the dog being classified as a dangerous animal and no longer allowed in City limits, seconded by Commissioner Praus. All voted aye on a roll call vote. M/C

Dunn County JDA representative Carie Boster introduced JDA Support Specialist Mechelle McFarland to the Commission.

Commissioner Praus made the motion to approve and extend the City of Killdeer Emergency Declaration for a period of 180 days, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C. The Emergency Declaration will be in effect until January 6th, 2021, unless it is sooner amended or terminated by the City Commission, but can also be extended for additional periods thereafter.

Commissioner Wallace made the motion to have Building Inspector Fettig, Administrator Oase, Commissioner Praus, Commissioner Summerfield, and Jasper Klein with AE2S on the Building Inspector Hiring Committee, seconded by Commissioner Candrian. All voted aye on a roll call vote. M/C

The Commission discussed the city employee inquiry to purchase the City owned house at 311 Haugen Drive. The Commission will await a bid offer on the house before any decision.

Commissioner Candrian made the motion to approve the rough quote of $35,000 from Dunn County to do gravel and mag chloride work on east High ST and 27th ST SE, seconded by Commissioner Praus. All voted aye on a roll call vote. M/C

City Engineer Brett Morlok discussed with the Commission the possible vacation of the portion of Weber Ave around John Bang’s and the Grab N Go properties. Commissioner Summerfield made the motion to start the process for possible vacation of the portion of Weber Ave around John Bang’s and the Grab N Go properties, and to have City Engineer Morlok to have a meeting with both property owners regarding possible vacation, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

City Engineer Morlok discussed with the Commission the final design for the 6th Ave Sanitary Sewer Project. Commissioner Praus made the motion to approve the 6th Ave Sanitary Sewer Project, pending a new estimate being provided for the distance between the full $103,000.00 estimated cost for providing sewer line farther down 6th Ave, and the $62,000.00 estimated cost for the shortest distance to the benefitting property, seconded by Commissioner Candrian. Candrian, Wallace, Praus, and Muscha voted aye. Summerfield abstained. M/C

Commissioner Praus made the motion to approve the drawing and bid form to be performed by City Engineer Morlok for the North Prairie Park southside trail, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

The Commission discussed an upcoming meeting with Lowry Engineering and Icon Architecture regarding the proposed school site infrastructure needs. Commission President Muscha, Commissioner Praus, City Engineer Morlok, Building Inspector Fettig, and Public Works Superintendent Nordsven will meet with Lowry & Icon at a date TBD.

Commissioner Summerfield talked about culverts for drainage for 6th Ave.

Commissioner Summerfield talked about the application approved by the Visitor’s Committee from the Killdeer Saddle Club regarding the requested funds for lodging and advertising for the Killdeer Mountain Roundup PRCA Rodeo. No action has currently been taken on the application.

Commissioner Candrian made the motion to approve the Preliminary Budget Meeting for August 5th at 6:00 P.M., seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Garbage portfolio holder Summerfield will talk to Dunn County about potential landfill.

Having no further business, Commissioner Praus moved to adjourn. The meeting was adjourned at 6:54P.M.

The following bills were approved for payment:

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| Payroll 6-20-2020 |  | $34,835.97 |
| EFTPS 6-20-2020 |  | $12,408.30 |
| Payroll 7-03-2020 |  | $33,346.19 |
| EFTPS 7-03-2020 |  | $12,141.26 |
| NDPERS |  | $13,169.05 |
| 3344E BC/BS |  | $15,341.17 |
| 17320 2K Electric, LLC |  | $867.69 |
| 17321 Adv. Business Methods |  | $568.80 |
| 17322 Aflac |  | $509.77 |
| 17323 Ameripride Services |  | $484.43 |
| 17324 B&K Electric |  | $1,026.00 |
| 17325 BND |  | $24,838.98 |
| 17326 BHG, Inc. |  | $186.00 |
| 17327 Bosch Lumber |  | $500.89 |
| 17328 Dane Larsen |  | $1,800.00 |
| 17329 Dawn Muscha |  | $150.00 |
| 17330 Dunn Co. Golf Assoc. |  | $12,419.49 |
| 17331 Electro Watchman, Inc. |  | $778.80 |
| 17332 Elite Cabinets |  | $98.98 |
| 17333 Farmers Union Srvc Assoc. | | $6,062.00 |
| 17334 Ferguson Waterworks |  | $2,260.33 |
| 17335 Gooseneck Implement |  | $362.88 |
| 17336 Greg Nordsven |  | $150.00 |
| 17337 Hawkins, Inc. |  | $561.12 |
| 17338 Hinrichs Super Valu |  | $21.81 |
| 17339 JB's Window Cleaning |  | $515.00 |
| 17340 JD Fencing, LLC |  | $285.25 |
| 17341 Kevin Candrian |  | $160.94 |
| 17342 Killdeer Mt. Contracting |  | $21,905.00 |
| 17343 Mid American Chemical |  | $210.00 |
| 17344 ND Dept. Env. Quality |  | $15.00 |
| 17345 ND One Call, Inc. |  | $16.80 |
| 17346 Safariland, LLC |  | $895.00 |
| 17347 SW Business Machines |  | $64.14 |
| 17348 SW Water Authority |  | $38,090.06 |
| 17349 SW Multico Corr. Center |  | $560.00 |
| 17350 Swanston Equip. Corp. |  | $24,972.00 |
| 17351 Tony's Auto Repair |  | $73.50 |
| 17352 Transunion Risk & Alt. |  | $50.00 |
| 17353 Unum Life Insurance Co. |  | $1,099.20 |
| 17354 Viking Glass of ND, Inc. |  | $865.50 |
| 17355 American Bank Center |  | $385.01 |
| 17356 W.S. Darley & Co. |  | $47.74 |

Minutes are subject to review and revisions.

Chuck Muscha, Commission President

Matt Oase, City Administrator