REGULAR MEETING

OF THE KILLDEER CITY COMMISSION

June 5th, 2023

Commission President Joel Spethman called the meeting to order at 5:00 PM. Commissioner’s present were Kelly Summerfield, Joe Hurt, Logan Wallace, and Greg Nordsven. Cameron Deperalta, Steve Dorval, Scott Harmstead, Brett Morlok, Eric Lothspeich, Travis Frey, Josh Andersen (5:13 PM), Ryan Hauck, Carie Boster, Steve Rude, Nanette Edmundson, Jenni Wallace, Meg Fair, Jeff Fair, Brodie Patterson, Ayden Binek, Alanna Tomjack, Daisy Tomjack, Kenzie Robertson, and Shasta Blackford were also among those present with Nate Bouray present via conference call.

Commission President Joel Spethman asked for the Commission and audience to join in the Pledge of Allegiance.

Commissioner Wallace moved to approve the consent agenda, seconded by Commissioner Summerfield The consent agenda consisted of the minutes of the May 15th, 2023 regular meeting, minutes of the May 22nd, 2023 special meeting, minutes of the May 25th, 2023 special meeting, bills, pledged securities with Bravera Bank, a gaming site authorizations for the Killdeer American Legion Ezra barrows Post #46 at the Buckskin and Killdeer American Legion, a local gaming permit for the Medicine Hole Golf Course, a fireworks permit application for Hinrich’s Supervalu, a fireworks permit application for Norris Fireworks, and a building permit for Melissa Benz for a detached garage. All voted aye on a roll call vote. M/C

Nanette Edmundson discussed with the Commission adding décor/flower pots in the city along Central Ave.

Dunn County JDA Director Carie Boster discussed the scholarship provided by the Dunn County JDA Board of Directors for the upcoming North Dakota Economic Development SparkED training in Bismarck June 19-21. Administrator Oase will be attending.

Meg Fair and Shasta Blackford discussed with the Commission the Killdeer Trap team and inquired about the potential city shooting range and offered to help with items associated with.

Jenni Wallace discussed with the Commission the Cycling Across North Dakota group coming through Killdeer August 11-12.

Commissioner Nordsven made the motion to approve availability of the parks/items requested for the Cycling Across North Dakota group, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

West Dunn Fire Department Chief Ryan Hauck discussed with the Commission the new fire hall location at the old rodeo grounds and moving froward with either a lease agreement or a land swap. The Commission will contact Dunn County to get on their agenda regarding the social services building.

Josh Andersen with Killdeer Mountain Contracting and Interstate Engineer Travis Frey discussed with the Commission the BA Addition.

Commissioner Wallace made the motion to approve the developer’s agreement between the City of Killdeer and Killdeer Mountain Contracting with changes as agreed to with improvements completion date set for December 31, 2025 and a lot designated to the city for a lift station, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

Commissioner Hurt made the motion to approve the second and final reading of Ordinance 2023-0006, an ordinance extending the boundaries of the city of Killdeer, North Dakota, and annexing certain tracts of land adjacent to the boundaries of the present city limits. The motion was seconded by Commissioner Wallace. The following property is described herein: A PARCEL OF LAND KNOWN AS PARCEL C AND RECORDED IN DUNN COUNTY, NORTH DAKOTA AS DOCUMENT #3096224 WHICH IS LOCATED IN THE SOUTHEAST QUARTER (SE1/4) OF SECTION TWENTY-TWO (22), TOWNSHIP ONE HUNDRED FORTY-FIVE NORTH (T145N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.) DUNN COUNTY, NORTH DAKOTA. ALL OF PARCEL C WILL BE ANNEXED INTO THE CITY OF KILLDEER LESS PORTIONS OF SAID PARCEL THAT HAVE ALREADY BEEN ANNEXED INTO THE CITY OF KILLDEER. All voted aye on a roll call vote. M/C

City Engineer Eric Lothspeich with AE2S discussed with the Commission the 2023 High Street Improvements Project and the 2021 High Street Watermain & Sewer Replacement Project.

Commissioner Nordsven made the motion to approve final inspection and acceptance for the 2021 High Street Watermain & Sewer Project seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Hurt made the motion to approve 2023 High Street Improvements Project Change Order #2 for $22,348.00, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Summerfield made the motion to approve 2021 High Street Watermain & Sewer Project Change Order #4 for a reduction of $32,076.20 due to reduced quantities, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

Commissioner Nordsven made the motion to approve Pay Application #5 for $56,385.89 for the 2021 High Street Watermain & Sewer Project seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to approve final inspection and acceptance for the 2021 High Street Watermain & Sewer Project seconded by Commissioner Nordsven. All voted aye on a roll call vote. M/C

City Engineer Brett Morlok with AE2S updated the Commission on the bid opening on Thursday June 1st at 2:00 PM for the 2023 Stanley ST & Grab N Go Street improvements Project. No bids were received.

Commissioner Summerfield made the motion to set the date for bid opening for the 2023 Stanley ST & Grab N Go Street Improvements Project on August 31st, 2023 with a 2024 fall completion date, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

City Planner Scott Harmstead discussed with the Commission the Killdeer 110 development and process moving forward.

Commissioner Summerfield made the motion to approve Killdeer 110 Lot 2 as Phase 1 of the Killdeer 110 development, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

City Engineer Steve Dorval with Heartland Engineering discussed the Tabor Drive Sidewalk Project, the Haugen Drive Sidewalk Project, the Hovden Drive Sidewalk Project, and the future Stroh Drive Sidewalk Project.

Commission President Spethman called for recess at 6:44 P.M.

The meeting resumed at 6:52 P.M.

Police Commissioner Spethman discussed the open Police Chief position. The Police Chief Hiring Board recommendation for hire is Dion Steinley. Finalists included Dion Steinley, Matthew Stiem, and Jeremy Durham.

Commissioner Nordsven made the motion to hire Dion Steinley for the open Police Chief Position, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commission President Spethman appointed Police Chief Dion Steinley, Commissioner Wallace, Administrator Oase, and Police Commissioner Spethman to the Police Officer hiring board.

Public Works Superintendent Cameron Deperalta discussed with the Commission the Capital Improvements Plan and upcoming projects for 2024. The Commission will have a special meeting on July 12th, 2023 to go over the CIP.

Commissioner Wallace made the motion to approve Highlands Engineering for the 2024 6th & 7th Ave Improvements Project contingent on acceptable contract, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to approve AE2S Engineering for the 2024 Gumbo Loop & Alkali Way Improvements Project, seconded by Commissioner Nordsven. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to approve Steve Dorval with Heartlands Engineering for the 2024 sidewalks projects, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

Public Works Superintendent Deperalta discussed work with the water & sewer line at the Lot 2 in the Killdeer 110.

Commissioner Hurt made the motion to approve the Blue Cross Blue Shield of North Dakota Health/Vision/Dental for 2023-2024, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to approve Juneteenth being added to holidays in the Killdeer Employee Policy Manual, seconded by Commissioner Nordsven. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to approve the Quit Claim Deed for Killdeer Parcel 10-8094-007 to Sheila Murphy, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Summerfield made the motion to approve addendums for the salt shed purchase and 315 Tabor Drive house purchase, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Having no further business, Commissioner Hurt moved to adjourn. The meeting was adjourned at 7:25 PM.

The following bills were approved for payment:

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| Ach | Payroll 05/20/2023 |  | $49,907.60 |
| Ach | EFTPS 05/20/2023 |  | $20,161.58 |
| Ach | Payroll 06/05/2023 |  | $36,496.01 |
| Ach | EFTPS 06/05/2023 |  | $12,731.58 |
| Ach | NDPERS Jan - May  |  | $66,950.63 |
| Ach | Blue Cross Blue Shield 06/01/2023 |  | $21,316.41 |
| Ach | UNUM 06/01/2023 |  | $1,440.70 |
| Ach | AFLAC 06/15/2023 |  | $225.18 |
| 19785 | ADVANCED BUSINESS METHODS |  | $625.73 |
| 19786 | ADVANCED ENGINEERING |  | $24,609.75 |
| 19787 | ALL SEASONS MOTORSPORTS |  | $14,383.00 |
| 19788 | ASHLEY MURPHY |  | $750.00 |
| 19789 | AXON ENTERPRISE, INC. |  | $187.36 |
| 19790 | BENZ OIL COMPANY, INC. |  | $770.41 |
| 19791 | BIG LEASE TRUCKING |  | $530.00 |
| 19792 | BOSCH LUMBER |  | $199.37 |
| 19793 | CAMERON DEPERALTA |  | $193.00 |
| 19794 | COOPERATIVE LEGAL SERVICE PLLC |  | $4,625.00 |
| 19795 | DIRECTTV |  | $252.99 |
| 19796 | DUNN COUNTY GOLF ASSOCIATION |  | $45,145.66 |
| 19797 | FAIR REPAIR & SERVICE, LLC |  | $557.05 |
| 19798 | FERGUSON WATERWORKS #2516 |  | $32.99 |
| 19799 | FIXED, LLC |  | $624.10 |
| 19800 | GLOBAL SAFETY NETWORK, INC. |  | $57.00 |
| 19801 | GOOSENECK IMPLEMENT |  | $510.60 |
| 19802 | GREG PINSKI |  | $500.00 |
| 19803 | HEARTLAND ENGINEERING, INC. |  | $6,308.26 |
| 19804 | HELLMAN & SONS LANDSCAPING, LLC |  | $295.00 |
| 19805 | IXOM WATERCARE, INC. |  | $33,718.00 |
| 19806 | JOHN RYAN |  | $98.00 |
| 19807 | KDKT SPORTSRADIO 1410 |  | $400.00 |
| 19808 | KILLDEER PARK DISTRICT |  | $470.36 |
| 19809 | LEXIPOL, LLC |  | $661.26 |
| 19810 | LOGO MAGIC, INC. |  | $658.00 |
| 19811 | M & J SERVICES |  | $3,300.00 |
| 19812 | MALAKAI DIAZ |  | $43.13 |
| 19813 | MICHAEL MILLER |  | $42.75 |
| 19814 | ND ASSOCIATION OF COUNTIES |  | $3,000.00 |
| 19815 | ND LEAGUE OF CITIES |  | $30.00 |
| 19816 | NRG TECHNOLOGY SERVICES |  | $131.25 |
| 19817 | SOUTHWEST GRAIN ADMIN.OFFICE |  | $252.66 |
| 19818 | SOUTHWEST WATER AUTHORITY |  | $33,363.08 |
| 19819 | SPETHMAN BOBCAT SERVICES |  | $1,220.00 |
| 19820 | SW DISTRICT HEALTH UNIT |  | $25.00 |
| 19821 | RAMKOTA, LLC |  | $352.80 |
| 19822 | TRUCHAN CONSTRUCTION, LLC |  | $2,400.00 |
| 19823 | AMERICAN BANK CENTER |  | $6,687.88 |
| 19824 | WESTERN HEATING & AIR, LLC |  | $501.51 |
| 19825 | WESTLIE MOTOR COMPANY |  | $1,387.67 |
| 19826 | WYATT BOHNER |  | $200.25 |
| 19827 | BEK CONSULTING, LLC |  | $56,385.89 |
| 19828 | HEARTLAND ENGINEERING, INC. |  | $22,761.32 |
| 19829 | KARLY CAPRARO |  | $900.00 |
| 19830 | SRF CONSULTING GROUP, INC. |  | $6,993.29 |
|  |  |  | $300,123.66 |

Minutes are subject to review and revisions.

Joel Spethman, Commission President

Matt Oase, City Administrator