REGULAR MEETING

OF THE KILLDEER CITY COMMISSION

December 4, 2023

Commission President Joel Spethman called the meeting to order at 5:00 PM. The Commissioners present were Joe Hurt, Kelly Summerfield, Logan Wallace, and Greg Nordsven. Dion Steinley, Cameron Deperalta, Catherine Williams, Nate Bouray, Tucker Williams, John Ryan, Tom Benz, Tracey Dolezal, Mary Wheeling, Joseph Evinger, Jim Jeske, and LoAnn Roshau were among those present with Eric Lothspeich present via conference call.

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

Commissioner Nordsven moved to approve the consent agenda, seconded by Commissioner Wallace. The consent agenda consisted of the minutes of the November 20th, 2023 regular meeting and bills. All voted aye on a roll call vote. M/C

The Dunn County Food Pantry Committee Members discussed with the Commission current prospects of obtaining land for a new building and asked the Commission about vacating the current undeveloped section of 1st Ave SW. The Commission asked the Food Pantry Committee to have an agreement in place for purchasing land before moving forward with the vacation request.

Commissioner Summerfield made the motion to approve alcohol license renewals for 2024 for Western Choice Coop (Off Sale Beer $650), Cobblestone Inn & Suites (On Sale Beer & Liquor $1,500), American Legion (On Sale Beer & Liquor $250), High Plains Community Center (On Sale Only $250), Buckskin LLC (On & Off Sale Beer & Liquor $1300), The Herald Bar (On & Off Sale Beer & Liquor $1300), Lariat Liquor (Off Sale Beer & Liquor $1100), and The Pipe (On & Off Sale Beer & Liquor $1300). The motion was seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Nordsven made the motion to approve alcohol license renewal for 2024 for Big George’s (Off Sale Beer & Liquor $1100). The motion was seconded by Commissioner Wallace. All voted aye on a roll call vote, except Commissioner Summerfield who abstained. M/C

Commissioner Wallace made the motion to approve the purchase agreement with Florine Lazorenko for the estimated 9.53 acres in Township 145 North Range 95 West Section 22 in Killdeer, North Dakota for $30,000 per acre, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

The exact acreage and amount will be set upon survey completion.

City Engineer Lothspeich with AE2S gave an engineer’s report to the Commission discussing the 2024 Street & Utility Improvements Project (Stanley St/Grab N Go/Gumbo Loop), proposed inert landfill, and the BA Addition.

City Engineer Lothspeich updated the Commission on the upcoming bid opening for the 2024 Street & Utility Improvements Project on December 7th at 2:00 PM.

Commissioner Summerfield made the motion to approve the updated Aquatics & Wellness Center Policy Manual, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

Aquatics & Wellness Center Manager Catherine Williams discussed with the Commission current maintenance and repair items with the pool.

Commissioner Summerfield made the motion to accept the resignations of Police Officers Pedro Ortiz and Avery Holley, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to approve hiring part time roster member Brandon Fox to an open Police Officer position at the rank Master Patrolman at Step 7 of Killdeer Salary Step Schedule, seconded by Commissioner Nordsven. All voted aye on a roll call vote. M/C

Commissioner Wallace made the motion to approve opening the vacant Police Officer position for hire, seconded by Commissioner Hurt. All voted aye on a roll call vote. M/C

Commission President Spethman appointed Police Chief Dion Steinley, Commission President/Police Portfolio Holder Spethman, Commissioner Logan Wallace, and City Administrator Matt Oase to the Police Officer hiring board.

Public Works Superintendent Cameron Deperalta and City Engineer Lothspeich discussed with the Commission the proposed inert landfill opinion of cost and items associated with it.

Street Commissioner Greg Nordsven & Public Works Superintendent Deperalta completed the walkthrough of the NDSTREET NDDOT Killdeer Pedestrian Bike Path & Bridge Project.

Commissioner Hurt updated the Commission on the Killdeer Public Library progress and timeline for reopening.

Commissioner Hurt made the motion to approve starting the process for hiring for the Community Development Director Position, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Nordsven made the motion to approve 2.5% for the 2023 COLA, seconded by Commissioner Summerfield. All voted aye on a roll call vote. M/C

Commissioner Hurt made the motion to approve the amended contracted forester agreement with Blake Johnson, seconded by Commissioner Wallace. All voted aye on a roll call vote. M/C

The Commission discussed starting the process to vacate the alleyway at Block 4 Brook’s Addition.

Having no further business, Commissioner Wallace moved to adjourn. The meeting was adjourned at 6:00 PM.

The following bills were approved for payment:

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| --- | --- | --- | --- |
| Ach | Payroll 11/20/2023 |  | $44,326.81 |
| Ach | EFTPS 11/20/2023 |  | $14,949.40 |
| Ach | Basys Processing October 2023 |  | $902.27 |
| Ach | NIHCA October 2023 |  | $10.25 |
| Ach  | Shapenet October 2023 |  | $39.00 |
| Ach | Bravera Bank October 2023 |  | $45.55 |
| Ach | NDPERS November 2023 |  | $15,716.17 |
| 20292 | ADVANCED BUSINESS METHODS |  | $625.73  |
| 20293 | ARAMARK |  | $1,792.98  |
| 20295 | BENZ OIL COMPANY, INC. |  | $736.14  |
| 20296 | BOSCH LUMBER |  | $890.51  |
| 20297 | BOSS OFFICE PRODUCTS |  | $562.09  |
| 20298 | CITY AIR MECHANICAL, INC. |  | $3,600.00  |
| 20299 | COOPERATIVE LEGAL SERVICE PLLC |  | $4,000.00  |
| 20300 | DUNN COUNTY GOLF ASSOCIATION |  | $53,724.51  |
| 20301 | ELITE CABINETS & BLDG SUPPLY |  | $82.46  |
| 20302 | FAIR REPAIR & SERVICE, LLC |  | $125.50  |
| 20303 | FERGUSON ENTERPRISES LLC #3326 |  | $114.65  |
| 20304 | FORSGREN ASSOCIATES, INC. |  | $2,138.90  |
| 20305 | GLOBAL SAFETY NETWORK, INC. |  | $102.40  |
| 20306 | HIGHLANDS ENGINEERING PLLC |  | $13,300.00  |
| 20307 | KARLY CAPRARO |  | $900.00  |
| 20308 | KILLDEER PARK DISTRICT |  | $673.24  |
| 20309 | LOGO MAGIC, INC. |  | $16.00  |
| 20310 | MID-AMERICAN RESEARCH CHEMICAL |  | $432.58  |
| 20311 | NDRPA |  | $125.00  |
| 20312 | PITNEY BOWES, LLC |  | $331.97  |
| 20313 | PITNEY BOWES |  | $500.00  |
| 20314 | SIMPLY FLOWERS & GIFTS |  | $149.10  |
| 20315 | SMART COMPUTERS & CONSULTING |  | $930.06  |
| 20316 | SOUTHWEST WATER AUTHORITY |  | $22,131.15  |
| 20317 | THE UNIFORM CENTER  |  | $8.50  |
| 20318 | TRANSUNION RISK & ALTERNATIVE |  | $75.00  |
| 20319 | AMERICAN BANK CENTER |  | $3,973.06  |
| 20320 | WESTLIE MOTOR COMPANY |  | $10.15  |
|  |  |  | $189,143.63  |

Minutes are subject to review and revisions.

Joel Spethman, Commission President

Matt Oase, City Administrator