



January 20, 2022

Board of City Commissioners  
Bismarck, ND

Dear Commissioners:

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, January 25, 2022, at 5:15 p.m. in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Invocation and the Pledge of Allegiance presented by a Chaplain from the Bismarck Police Department.

The City of Bismarck is encouraging citizens to provide their comments for public hearing items on the Bismarck City Commission agenda via email to [bismarckadmin@bismarcknd.gov](mailto:bismarckadmin@bismarcknd.gov). Please include the item number your comment references. The comments will be sent to the members, as well as placed with the minutes.

To ensure your comments are received prior to the meeting, please submit them by 3:30 p.m. on the day of the meeting and reference the item your comments address. If you would like to appear via video or audio link for a 3-5 minute comment on a regular agenda public hearing item, please provide your e-mail address and contact information to the above e-mail at least 1 business day before the meeting.

As always, live meeting coverage is available on Government Access Channels 2 & 602HD, Radio Access 102.5 FM Radio, or streaming on multiple platforms including [FreeTV.org](https://www.free-tv.org) and [Facebook LIVE](https://www.facebook.com/bismarcknd). Agenda items can be found online at [www.bismarcknd.gov/agendacenter](http://www.bismarcknd.gov/agendacenter).

#### FUTURE COMMISSION MEETINGS:

- February 8, 2022 & February 22, 2022
- March 8, 2022 & March 22, 2022
- April 12, 2022 & April 26, 2022

#### MISSION STATEMENT

To provide high-quality public services in partnership with our community to enhance our quality of life.

#### MEETING OF THE BOARD OF CITY COMMISSION

1. Recognition of the Bismarck Police Department's 30 Years of Accreditation

through the Commission on Accreditation for Law Enforcement Agencies (CALEA).

2. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items).

### 3. CONSENT AGENDA

#### A. Consider approval of minutes.

Documents:

[MIN01112022.pdf](#)

#### B. Consider approval of expenditures.

#### C. Consider approval of personnel actions.

Documents:

[HR - Personnel Actions.pdf](#)

#### D. Consider the request for approval from the Airport for the following:

1. Amendment 3 to the April 27, 2021, Agreement with Kadrmass, Lee & Jackson (KLJ) for the Wetland Phase 7 Project.

Documents:

[\(C\) AIR - KLJ Wetland Phase 7 Project.pdf](#)

#### E. Consider the request for approval from the City Attorney for the following:

1. Accept and distribute items over \$25.00 from Public Works.

Documents:

[\(C\) ATTY - Donation to Ministry on the Margins.pdf](#)

#### F. Consider the request for approval from the Community Development Department for the following:

1. Introduction of and call for a public hearing on Ordinance 6497, a staff-initiated zoning ordinance text amendment relating to technical amendments to the sign code.
2. Request of the Bismarck-Mandan Metropolitan Planning Organization, on behalf of Bis-Man Transit, for approval of an Authorizing Resolution to allow Bis-Man Transit to make an application through the North Dakota Department of Transportation for Section 5310 and Section 5339 funding to support capital assistance projects.

Documents:

[\(C\) CD - Sign Code Technical Revision - Ord 6497.pdf](#)

[\(C\) CD - Bisman Transit Authorizing Resolution for Grant Filing.pdf](#)

G. Consider the request for approval from the Engineering Department for the following:

1. Street closure for 49th Annual Downtowners Street Fair.
2. North Dakota Department of Transportation (NDDOT) Cost Participation, Construction, and Maintenance Agreement for 43rd Avenue NE Reconstruction AC-NHU-1-981(123), PCN 22929, HC 131.
3. Resolution of Necessity for Street Improvement SI 560.
4. Resolution of Necessity for Street Improvement SI 561.
5. Resolution Creating District and Ordering Preparation of Preliminary Report and Resolution Approving the Preliminary Report and Directing the Preparation of Plans and Specifications for Street Improvement District SI 564.
6. Settlement Agreement and Release with Tand Construction, LLC for Sewer Utility Project 84.
7. Receive Bids and Award Contract for Streetlight and Traffic Signal Utility Project SV 61.

Documents:

[\(C\) ENG - Street Closure for Downtowners Street Fair.pdf](#)  
[\(C\) ENG - HC131.pdf](#)  
[\(C\) ENG - SI560.pdf](#)  
[\(C\) ENG - SI561.pdf](#)  
[\(C\) ENG - SI564.pdf](#)  
[\(C\) ENG - SU84.pdf](#)  
[\(C\) ENG - SV61.pdf](#)

H. Consider the request for approval from the Finance Department for the following:

1. Application for Abatement for the following where the Assessing Division recommends approval:
  - 3325 Frost Ln - Preston & Kristy Ripplinger - 2021 Disabled Veteran Credit
  - 2106 E Indiana Ave - Capsco Properties LLP - 2020 & 2021 Market Value Reduction
  - 624 Oberhausen Dr - Glenn Carpenter - 2021 Disabled Veteran Credit
  - 4913 Souris St - Donald Felch - 2021 - Disabled Veteran Credit
  - 3317 Doubleday Dr - Donna J Creek - 2021 Market Value Reduction
  - 2206 Laforest Ave - Suzanne Hatzenbuhler - Market Value Reduction
  - 2920 Ontario Ln Unit 30 - Gary & Paula Hofland - 2020 & 2021 Disabled Veteran Credit
  - 1403 Sharloh Loop Unit 8 - Gary & Paula Hofland - 2021 Disabled Veteran Credit
  - 3755 Montreal St - Deanna Mussatti & Sienna Salo - 2021 Disabled Veteran Credit

- 4916 N Washington St - Missouri Slope North Campus - SNF LLC - 2021 Nontaxable Property

2. Public Depositories for City funds.

Documents:

[\(C\) FIN - Abatements.pdf](#)

[\(C\) FIN - Public Depositories.pdf](#)

I. Consider the request for approval from the Fire Department for the following:

1. Request to continue participation in the Community Rating System (CRS) program and submit annual recertification documentation.
2. Request to apply for Hazardous Materials Emergency Planning Grant funding from the ND Department of Emergency Services.

Documents:

[\(C\) FD - CRS Program - Annual Recertification.pdf](#)  
[\(C\) FD - HMEP Grant Funding.pdf](#)

J. Consider the request for approval from the Police Department for the following:

1. Permission to apply for the "Home Town \$15,000 Holiday Giveaway".
2. Permission for the Narcotics Unit to trade in a 2018 Ford F-150 and purchase a 2022 Ford F-150.
3. Authorization to participate in the solicitation of donations to help fund high-level K9 training opportunities locally.

Documents:

[\(C\) PD - Hometown Heros Holiday Giveaway.pdf](#)  
[\(C\) PD - Narcotics Vehicle Purchase.pdf](#)  
[\(C\) PD - NPCA Solicitation Request.pdf](#)

K. Consider the request for approval from the Public Works - Service Operations Department for the following:

1. Change Order 2 to the contract with HA Thompson & Sons, Inc. for the Fire Station 1 boiler replacement project.
2. Change Order 2 to the contract with Western Edge Electric, Inc. for the Fire Station 3 Remodel Project.
3. Change Order 4 for the Missouri River Contracting, Inc. contract for the Fire Station 3 Remodel Project.
4. Change Order 5 to the contract with Central Mechanical, Inc. for the Fire Station 3 Remodel Project.
5. Notification of an emergency purchase per City Ordinance 07-01-04 #3 of a traffic signal pole due to it being destroyed in a traffic accident at Airport Road and University Drive.
6. Permission to award the bid for the Fire Station 1 Generator Replacement Project to the lowest bidder, Western Edge Electric, Inc. in the amount of \$136,900.00.

Documents:

[\(C\) PW-SO - HA Thompson and Sons, Inc. Change Order.pdf](#)  
[\(C\) PW-SO - Western Edge Electric, Inc. Change Order.pdf](#)

- (C) PW-SO - Missouri River Contracting, Inc. Change Order.pdf
- (C) PW-SO - Central Mechanical Inc. Change Order.pdf
- (C) PW-SO - Emergency Purchase for Signal Pole at Airport Rd and University Dr.pdf
- (C) PW-SO - Fire 1 Generator Replacement Project.pdf

L. Consider the request for approval from the Public Works - Utility Operations Department for the following:

1. Task Order No. 2 to the Agreement with Apex Engineering Group for the Boulder Ridge Stormwater Design, Construction Documents, and Permitting.
2. Request to purchase the replacement shaft and upper and lower bearing for a Fairbanks Nijhuis Vertical Turbine Pump from Dakota Pump & Control in the amount of \$14,450.00 plus freight for the Wastewater Treatment Plant as allowed by Ordinance 7-01-04.

Documents:

[\(C\) PW-UO - Apex Engineering Task Order 2.pdf](#)  
[\(C\) PW-UO - WWTP Sole Source Purchase of Pump Replacement Parts.pdf](#)

4. REGULAR AGENDA
5. Commissioner Portfolio Report - Mayor Bakken
6. Consider the application of abatement for Aaron Richter at 230 E Wachter Ave for 2021.

Documents:

[\(R\) FIN - Abatement - 230 E Wachter Ave.pdf](#)

7. Receive an update from Public Works Service Operations Director relating to the Snow and Ice Control Plan.

Documents:

[\(R\) PW-SO - 2021-2022 Snow and Ice Control Plan.pdf](#)

8. Receive an update on the Public Works building expansion and the Bismarck Burleigh Public Health new construction projects.
9. Receive an update from Public Works Utility Operations Director relating to grant funding.

Documents:

[\(R\) PW-UO - Update on Grant Funding.pdf](#)

10. Request to go into executive session under NDCC 44-04-19.1(9) for contract negotiation / negotiation strategy.

Documents:

[\(R\) ATTY - Executive Session.pdf](#)

Other Business



Adjourn

Phone: 701-355-1300 | 221 North 5th Street | P.O. Box 5503 | Bismarck, ND 58501  
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