

MEETING OF THE BOARD OF CITY COMMISSION
June 25, 2019

The Board of City Commission met in regular session on June 25, 2019 at the hour of 5:15 p.m. in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota. There were present: Commissioners Marquardt, Guy, Zenker, and President Bakken. Commissioner Oban participated via face time.

1. Commissioner Marquardt moved to approve the minutes of the June 11, 2019 Regular Commission meeting and the June 18, 2019 Special Commission meeting. Commissioner Guy seconded the motion. Upon a roll call vote, all voted aye. M/C
2. Public comment (restricted to items on the Consent Agenda and the Regular Agenda, excluding public hearing items). Mandy Pearson discussed the Friends of the Rail Bridge Call for Projects plan; Adrian Jacobs discussed the Riverfest Call for Projects plan.
3. Commissioner Marquardt moved to approve the consent agenda to include the request from Airport Director Greg Haug to removed item D. Commissioner Oban seconded the motion. Upon a roll call vote, all voted aye. M/C
 - A. Voucher numbers: 1087675 – 1087915
 - B. Personnel actions
 - C. Administration Department:
 1. Introduction of and Call for a Public Hearing on a Class E liquor license transfer from Stamart Travel Center to Pilot Travel Centers, LLC.
 2. Renewal of Liquor Licenses from August 1, 2019 to July 31, 2020:
 - Bismarck Eagles Club – 313 N. 26th St.
 - Bismarck HuHot Mongolian Grill – 409 S. 3rd St.
 - Bismarck Staybridge Suites – 2801 Gateway Ave.
 - Comfort Lounge – 1030 E. Interstate Ave.
 - Golf Etc. Bismarck – 511 Airport Rd.
 - Kobe’s Japanese Steakhouse & Sushi – 915 W. Interstate Ave.
 - La Carreta of Bismarck – 505 E. Bismarck Expressway
 - La Enchilada Mexican Restaurant – 1101 S. 12th St.
 - Laughing Sun Brewing Co. – 1023 E. Front Ave.
 - Lucky Star Buffet – 1065 E. Interstate Ave.
 - Lucky’s 13 Pub – 915 S. 3rd St.
 - Marlin’s Family Restaurant – 3938 Miriam Ave.

- Midway Tavern – 1915 E Sweet Ave.
 - Nardello's – 1001 W. Interstate Ave.
 - Obrian's – 1059 E. Interstate Ave.
 - Pub 21 – 1014 S. 12th St.
 - Ramada Bismarck Hotel – 1400 E. Interchange Ave.
 - Rock'N 50's Café – 2700 State St.
 - Sickies Garage – 3130 N. 14th St.
 - Sidelines – 300 S. 5th St.
 - Simonson Station Stores – 1309 E. Interstate Ave.
 - Sports Page – 1059 E. Interstate Ave.
 - The Pier Bar & Grill – 1120 Riverwood Dr.
3. Renewal of Gaming Site Authorizations from July 1, 2019 to June 30, 2020:
- Horse Race North Dakota
 - Jack's Steakhouse
 - Sickies Garage Bismarck
 - CHI St. Alexius Health Bismarck
 - CHI St. Alexius Health Bismarck
 - Bismarck Event Center
 - Clem Kelley Athletic Complex
 - Scheels
 - Cystic Fibrosis Association of North Dakota
 - Cystic Fibrosis Association of North Dakota
 - Cheap Shots
 - Lucky's
4. Re-appoint Gregg Wheeler and Tanna Kincaid and appoint Dave Diebel to the Dakota Media Access Board of Directors through 2023.
- D. Airport: (this item was pulled by Airport Director Greg Haug)
1. Sole source upgrade to the existing terminal telephone/data amplifier system with Electric Communications Inc.
- E. Bismarck Event Center:
1. Receive bid and award contract for A/C for Arena Studio.
 2. Receive bid and award contract for hand held radios.
- F. Bismarck Veterans Memorial Public Library:
1. Award the bid and contract for Library security services.
- G. City Attorney:
1. Amendment 1 to the purchase agreement with University Mary for the Public Health Building to extend the due diligence deadline to 90 days.

- H. Community Development Department:
 - 1. Resolution to change the street name North Star Drive to Northstar Drive. Staff recommends approval.
 - 2. Introduction of and Call for Public Hearing on the vacation of segments of North 17th Street, North 18th Street, North 19th Street and East Avenue F. Staff recommends approval.

- I. Engineering Department:
 - 1. Dedication of and acceptance of a right-of-way easement on Clairmont Road.
 - 2. Contract Change Order No. 1, a contract increase and revised project budget for Water Utility Project No. 126.
 - 3. Contract Change Order No. 4, a contract increase and revised project budget for Water Utility Project No. 119.
 - 4. Contract Change Order No. 1, a contract increase for Street Improvement District No. 525A.
 - 5. Seating Area Encroachment Agreement with The Craftcade.
 - 6. Banners on Light Poles Encroachment Agreement with Bismarck Larks.
 - 7. Amendment 2 to Task Order 4 to the Professional Engineering Services for the Stormwater and Maintenance Contract with Advanced Engineering Services.

- J. Finance Department:
 - 1. Application for property tax abatement for 2019, Comparable Market Value at 1733 Montego Dr.
 - 2. High Point Networks as the standard/preferred vendor for all video surveillance projects within City Departments.
 - 3. Re-appoint Joe Ibach to the Special Assessment Commission through April 2023.

- K. Human Resources Department:
 - 1. 2019 Wellness Services Agreement with Blue Cross Blue Shield.

- L. Police Department:
 - 1. Authorization to apply for a grant from the Heroes and Helpers Program through Target.
 - 2. Authorization to participate in the US Marshal Service Fugitive Task Force.

- M. Public Works Service Operations Department:
 - 1. Contract for Consulting Services with Architectural Concepts, Inc. for the Library HVAC Upgrade Project.

2. Amendment 1 to Task Order 1 with HDR Engineering for Solid Waste Engineering Services.
3. Receive bids and award the contract for the 2019 Furnishing Street Maintenance Materials.
4. Receive bids and award the contract for 2019-20 Recyclable Materials.
5. Receive bids and award the contract for Mechanical Sweepers.

N. Public Works Utility Operations Department:

1. Sole source purchase of a pre-treatment screw auger and trough liners for the Wastewater Treatment Plant.

4. REGULAR AGENDA

5. Consider a discussion on the Strategic Plan Call for Projects. Assistant City Administrator Jason Tomanek provided an update on the Call for Projects received.

Commissioner Guy moved to move the projects that have financial requests through the budget process within the appropriate year and become a part of the Strategic Plan. Commissioner Marquardt seconded the motion. Upon a roll call vote, all voted aye. M/C

Commissioner Marquardt moved to provide Dakota Cares and River Fest with a point of contact being Renae Moch and staff for both projects. Commissioner Guy seconded the motion. Upon a roll call vote, all voted aye. M/C

6. Consider receiving the final Strategic Plan presentation from Jason Gray.

Commissioner Zenker moved to approve the Strategic Plan and implement the plan. Commissioner Oban seconded the motion. Upon a roll call vote, all voted aye. M/C

Commissioner Zenker moved to continue with the Strategic Plan project team and to broaden the team to include a representative from each City Department, to have Jason Tomanek as the lead person for the project team, and to receive an update regarding the project software in late August. Commissioner Oban seconded the motion, upon a roll call vote, all voted aye. M/C

7. The Commission considered the request from the Bismarck-Mandan Metropolitan Planning Organization to receive and accept the US Highway 83 Alternative Study.

Commissioner Guy moved to accept the study prepared by SRF Consulting as presented. Commissioner Zenker seconded the motion. Upon a roll call vote, all voted aye. M/C

8. The Commission considered the request from the Finance Department to receive and accept the 2018 Audit Reports and Comprehensive Annual Financial Report from Eide Bailly

Commissioner Guy moved to accept the report as presented. Commissioner Marquardt seconded the motion. Upon a roll call vote, all voted aye. M/C

9. The Commission President called for the Public Hearing on Ordinance 6382, a request for a zoning change from the R5-Residential zoning district to the R10-Residential zoning district on Lots 27-35, Block 4, Silver Ranch First Addition, requested by Investcore, Inc.

Commissioner Marquardt moved to approve the second reading and final passage of Ordinance 6382. Commissioner Zenker seconded the motion. Upon a roll call vote, Marquardt, Zenker, Oban and Bakken voted aye, Commissioner Guy nay. M/C

10. The Commission President called for the Public Hearing for a New Construction Renaissance Zone Project at 215-217 South 1st Street, requested by Eagle Ridge Development, LLC.

Commissioner Zenker moved to approve the request as presented. Commissioner Guy seconded the motion. Upon a roll call vote, all vote aye. M/C

11. The Commission considered the request for approval from the Bismarck Event Center to award the contract for video security to High Point Networks in the amount of \$100,389.08.

Commissioner Zenker moved to approve the request as presented. Commissioner Guy seconded the motion. Upon a roll call vote, all voted aye. M/C

12. The Commission considered the request from the Community Development Department for a discussion on Section 14-03-10 of the City Code of Ordinances.

Commissioner Zenker moved to direct staff to continue to work on the changes to Section 14-03-10 of the City Code of Ordinance and to have Mayor Bakken and Commissioner Oban be a part of the discussions. Commissioner Marquardt seconded the motion. Upon a roll call vote, all voted aye. M/C

13. The Commission considered the request from the Engineering Department to receive an update on Sewer Improvement District 563 and the recommended course of action.

14. The Commission considered the request from the Engineering Department to receive and award the contract for Sewer Utility Project No. 79 to Mariner Construction

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as the lowest bidder in the amount of \$167,706.34. Northern Improvement also submitted a bid of \$219,339.20

Commissioner Zenker moved to award the bid to Mariner Construction in the amount of \$167,706.34. Commissioner Marquardt seconded the motion. Upon a roll call vote, all voted aye. M/C

15. The Commission considered the request from Commissioner Marquardt to have a discussion of a later start time for the regular city commission meetings. He suggested a 6:00 p.m. start time. The Commissioners discussed the request but did not make a change.

Having completed the items on the agenda, President Bakken asked if there was any other business. The meeting was declared adjourned at 7:04 p.m.