

**I. CALL TO ORDER**

President Scott Decker called the meeting to order at 4:30 PM.

**II. ROLL CALL**

Present were: President Scott Decker, Vice President Jason Fridrich, Commissioners Nikki Wolla, Suzi Sobolik and John Odermann.

Video: None

Absent: None

**1. ORDER OF BUSINESS**

MOTION BY: Jason Fridrich

SECONDED BY: John Odermann

To approve the August 18, 2020 Order of Business as presented.

DISPOSITION: Motion carried unanimously.

**2. CONSENT AGENDA**

MOTION BY: Suzi Sobolik

SECONDED BY: Nikki Wolla

**A. Approval of meeting minutes dated August 4, 2020**

**B. Approval of Accounts Payable, Commerce Bank and Checkbook**

**C. Approval of Tobacco License Renewal**

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0

Motion declared duly passed

**3. ADMINISTRATION/FINANCE****A. Monthly Financial Report**

Accountant Robbie Morey presents the Monthly Financial Report. He states there have been no major changes in the sales tax. Hospitality Tax showed higher in July, 2020 but overall down \$35,000. Occupancy tax is down \$50,000 overall from 2019. Oil Impact Revenue is down over a mill dollars since 2019. Accountant Morey states the general expenses are about 55% spent which is a little under budget for this time of the year. Collected revenue is 70% of the revenue for the year.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To approve the Monthly Financial Report.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0

Motion declared duly passed

**B. Arbor Day Proclamation**

President Scott Decker presents Arbor Day which will be August 20, 2020 at 1:30 p.m. at Roosevelt Elementary School. He states this event is hosted by the City of Dickinson Forestry Department in honor of Arbor Day. Trees beautify the City. President Scott Decker reads the proclamation.

MOTION BY: Suzi Sobolik

SECONDED BY: Nikki Wolla

To approve Arbor Day Proclamation

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0

Motion declared duly passed

**C. Reports:**

**1. Thank you notes – Richardton Senior Center, Amidon Prairie Senior Citizens, Sodbusters Club of Bowman and New England Senior Center**

Deputy City Administrator Linda Carlson presents various thank you notes for informational purposes only.

**2. Hiring Journal**

HR Coordinator Shelly Nameniuk presents the Hiring Journal which states there are three officer openings in the Police Department. Other positions that are open are Public Works Operation Manager, Solid Waste Recycling Operator, Senior Street Operator, Street Maintenance Operator, Book Mobile, and School Services Librarian along with the City Administrator Position.

**3. CVB Annual Report**

Executive Director Terri Thiel presents the CVB Annual report. Ms. Thiel states visitors are the key to the City. She states CVB services are free to the public. She does thank the City for reroofing the facility. Ms. Thiel discusses community partnership. Tourism is the third largest industry in North Dakota for 2019. She discusses tax collections, hospitality and lodging. She also discusses 2020 digital marketing platforms and the website traffic. She states Stark County has been leading the State in occupancy. She states Stark County is performing better than the state as a whole at 67.3%. CVB is down 28% on tax collections. Ms. Thiel states CVB has refigured their 2020 budget but at this time they are still looking at a \$193,000 deficit for 2020. They have \$158,000 in reserves. Ms. Thiel along with the CVB are requesting \$200,000 from the City of Dickinson. They would be using \$5,000 for administration and \$96,000 into marketing. She states these numbers are fluid and she will know more in a month. Ms. Thiel states it all begins with “A Visit”.

**4. PUBLIC SAFETY**

**A. Fire Department**

**1. None**

**B. Police Department**

**1. None**

**5. ENGINEERING**

**A. Development Agreement – American Bank Center on Street Construction**

Assistant City Engineer Loretta Marshik would like to provide a different document for the American Bank Center from what was included in the packet. She states the mill and overlay in the front of the bank will be removed from the DA. Ms. Marshik states the DA does include general items, due to the watermain replacement and 1<sup>st</sup> Avenue West. She states American Bank Center and the City could not come to an agreement of the mill and overlay and the bank has decided to contribute the \$30,000 towards other improvements and forgo the mill and overlay for in front of their building.

MOTION BY: Jason Fridrich

SECONDED BY: Nikki Wolla

To approve Development Agreement for American Bank Center on Street Construction as presented.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0  
Motion declared duly passed

**B. Cost Participation and Maintenance Agreement for the I-94 East Business Loop**

Assistant City Engineer Loretta Marshik presents a Cost Participation and Maintenance Agreement for NDDOT Project Number NHU-5-094(114)907. Ms. Marshik states this is agreement pertains to the portion of the East Business Loop from 10<sup>th</sup> Avenue East to Exit 64. The preliminary cost estimate for the project is \$15,564,069, leaving the City portion at an estimated amount of \$1,555,107. Ms. Marshik states this project has been going on for many years. She states there will be a trail on one side and delineating the right-of-way with an





Adjournment of the meeting at approximately 5:35 P.M.

DISPOSITION: Roll call vote... Aye 5, Nay 0, Absent 0  
Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

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Rita Binstock, Assistant to City Administrator

APPROVED BY:

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Linda Carlson, Deputy City Administrator

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Scott Decker, President  
Board of City Commissioners

Date: September 1, 2020