

**I. CALL TO ORDER**

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

**II. ROLL CALL**

Present were: President Scott Decker, Commissioner Nikki Wolla

Video: Commissioner Suzi Sobolik

Absent: Vice President Jason Fridrich and Commissioner John Odermann

**1. ORDER OF BUSINESS**

MOTION BY: Nikki Wolla SECONDED BY: Suzi Sobolik

To approve the September 1, 2020 Order of Business as presented with adding under Administration – HR Positions; removing 7B and 7C.

DISPOSITION: Motion carried unanimously.

**2. CONSENT AGENDA**

MOTION BY: Suzi Sobolik SECONDED BY: Nikki Wolla

**A. Approval of meeting minutes dated August 18, 2020**

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

DISPOSITION: Roll call vote...Aye 3, Nay 0, Absent 2  
Motion declared duly passed

**3. ADMINISTRATION/FINANCE**

**A. Reports:**

**1. Odyssey Theater Update**

City Attorney Christina Wenko updates the Commissioners on the Odyssey Theater. She states on July 22, 2020 Odyssey informed the City that they had litigation counsel reviewing the TRR transaction. Odyssey has retained Attorney Randy Sickler to assist in this process. Attorney Wenko is hoping to hear from Attorney Sickler later this week. Attorney Sickler is reviewing the paperwork and Attorney Wenko is waiting to hear back on their legion position on the TRR.

**2. Dickinson Elks LLC Parking Lot Update**

City Attorney Christina Wenko states the City has sent a letter to Dickinson Elks LLC and it was undeliverable. The City was able to send the deed to the correct address and are awaiting for the deed to be signed and recorded.

**B. HR Positions**

Deputy City Administrator Linda Carlson states an HR employee is leaving the City and there have been many applications for the position. Administrator Carlson is asking the Commission for approval or to discuss adding the position of HR Specialist also to this application pool. Ms. Carlson would like support to hire both positions at this time.

President Scott Decker is in favor of hiring two people out of this pool to fulfill both positions.

MOTION BY: Nikki Wolla SECONDED BY: Suzi Sobolik

To approve the HR Specialist from 2021 budget to 2020 budget.

DISPOSITION: Motion carried unanimously.

**4. PUBLIC SAFETY**

**A. Fire Department**

1. None

**B. Police Department**

1. None

**5. ENGINEERING**

**A. Mill and Overlay 2021 – Approval of Locations**

Assistant City Engineer Loretta Marshik explain the project description and locations of the 2021 mill and overlay. She states the City would like to have approval of the work in Zone 1 for 2021.

President Scott Decker asks how time sensitive this approval is since there are only three commissioners present.

KLJ's representative Carl Jackson states that a two week delay wouldn't hurt the project.

President Scott Decker feels it would be best to table this item.

MOTION BY: Suzi Sobolik SECONDED BY: Nikki Wolla

To table the Mill and Overlay 2021 approval of locations.

DISPOSITION: Roll call vote...Aye 3, Nay 0, Absent 2  
Motion declared duly passed

**B. West Ridge Drive, State Avenue, and 8<sup>th</sup> Street SW Pavement Marking project**

Assistant City Engineer Loretta Marshik explains the Notice of Award. She states bids were open in August, 2020. A bid was received for \$306,683.05 from one bidder which is lower than the engineers estimate.

President Scott Decker clarifies that West Ridge Drive will be single lane each way.

MOTION BY: Nikki Wolla SECONDED BY: Suzi Sobolik

To approve West Ridge Drive, State Avenue, and 8<sup>th</sup> Street SW Pavement Marking project.

DISPOSITION: Motion carried unanimously.

**6. PUBLIC WORKS**

**A. Tapco Contract – Underpass Project**

Public Works Director Gary Zuroff states this project will help with issues in the underpass.

Commissioner Suzi Sobolik questions whether this quote would include the installation.

Public Works Director Zuroff believes this quote does include the installation but will double check the agreement.

City Attorney Christina Wenko recommends approval of the motion contingent upon the information being confirmed by the company.

MOTION BY: Suzi Sobolik SECONDED BY: Nikki Wolla

To approve the Tapco Contract for the underpass project contingent upon information confirmed by the company for including the installation.

DISPOSITION: Roll call vote...Aye 3, Nay 0, Absent 2  
Motion declared duly passed

**7. PLANNING**

**A. Final Plats**

**1. Hoerner Second Subdivision**

Planning Director Walter Hadley presents a resolution to consider approval for a Final Plat: Hoerner Second Subdivision. The one lot (5 Acre) is located in the City of Dickinson ETZ along 34<sup>th</sup> Street SW. The Planning Commission heard this Item at the August 19, 2020 meeting and recommended approval. City Staff recommends approval.

MOTION BY: Suzi Sobolik  
Adopt Resolution 31-2020.

SECONDED BY: Nikki Wolla

**RESOLUTION NO. 31-2020**  
**A RESOLUTION APPROVING FINAL PLAT ENTITLED HOERNER  
SECOND ADDITION  
STARK COUNTY, NORTH DAKOTA.**

DISPOSITION: Roll call vote...Aye 3, Nay 0, Absent 2  
Motion declared duly passed

**2. Alvarado Subdivision**

Planning Director Walter Hadley presents a resolution to consider approval for a Final Plat: Alvarado Subdivision. The one lot (10 Acre) is located in the City of Dickinson ETZ along 34<sup>th</sup> Street SW. The Planning Commission heard this Item at the August 19, 2020 meeting and recommended approval. City staff recommends approval.

MOTION BY: Suzi Sobolik  
Adopt Resolution 32-2020.

SECONDED BY: Jason Fridrich

**RESOLUTION NO. 32-2020**  
**A RESOLUTION APPROVING FINAL PLAT ENTITLED ALVARADO  
SUBDIVISION  
STARK COUNTY, NORTH DAKOTA.**

DISPOSITION: Roll call vote...Aye 3, Nay 0, Absent 2  
Motion declared duly passed

**B. Future Land Use Amendment – Pinecrest 1<sup>st</sup> Addition**  
Removed from agenda

**C. Planned Unit Development – Pinecrest 1<sup>st</sup> Addition**  
Removed from agenda

**D. Chapter 39 Amendment – Downtown Overlay District  
TAM 001-2020** - To consider proposed amendments to Section 39.05.051-Downtown Overlay District Boundaries and Section 39.05.055 Downtown Overlay District-Development Standards of the Dickinson Municipal Code.

MOTION BY: Suzi Sobolik  
To approve first reading of Ordinance No. 1700.

SECONDED BY: John Odermann

**ORDINANCE NO. 1700**

**AN ORDINANCE AMENDING AND RE-ENACTING ARTICLE 39 OF THE  
CITY CODE OF THE CITY OF DICKINSON, NORTH DAKOTA,  
RELATING TO THE DOWNTOWN OVERLAY DISTRICT**

DISPOSITION: Roll call vote...Aye 3, Nay 0, Absent 2  
Motion declared duly passed

**8. BUILDING**

**A. Reports:**

**1. None**

9. **PUBLIC HEARING AND PUBLIC COMMENTS NOT ON AGENDA – 5:00 P.M.**

**A. Swearing in of Officers**

Deputy City Administrator Linda Carlson swears in the new Police Officers for the Dickinson City Police Department. These were Jesse Hellinger, Alex Schroeder and Jarett Blain.

**B. Public Comment not on Agenda**

Resident Darcy Kovash states it is a blessing to live in Dickinson in 2020. She states the residents are lucky to have so many beautiful places in town. She states when she drives by numerous streets in town she sees trees all over town that are unkept. There are very few buckets of flowers or decorations. She believes the City needs to up their game in Dickinson and pay attention to detail. The City needs some tender loving care and it believes it starts with appearances of businesses. Ms. Kovash would like to start a beautification project with possibly a grant.

10. **COMMISSION**

**A. City Administrator – Community Panel and Discussion of Process**

President Scott Decker states the City is finalizing the top 10 list of city administrators and they will be notified this week of a Skype panel interview. Once the Skype interviews are completed 5 or 6 will be selected and interviewed by the Commission and community panel and have tours of the community. There is a tentative greet and meet on September 30<sup>th</sup> with interviews on October 1, 2020. This may have to be pushed back 2 weeks.

Commissioner Suzi Sobolik questions whether the candidates will be meeting with the Executive or individual department heads?

President Scott Decker states the interview panels were discussed.

**B. SW District Health Unit Letter**

President Scott Decker states a letter was received from the SW District Health with a recommendation from the Governor of ND. President Decker states the City would make a recommendation when all the Commissioners were present. This could be had at a special meeting or at the next meeting.

**ADJOURNMENT**

MOTION BY: Nikki Wolla

SECONDED BY: Suzi Sobolik

Adjournment of the meeting at approximately 5:30 P.M.

DISPOSITION: Roll call vote... Aye 3, Nay 0, Absent 2

Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

\_\_\_\_\_  
Rita Binstock, Assistant to City Administrator

APPROVED BY:

\_\_\_\_\_  
Linda Carlson, Deputy City Administrator

\_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

Date: September 15, 2020