

would be adopted into the new grade system and would be classified as an 18 or 19. The position would make sure the city is in compliance with external state and federal laws.

Public Works Director Gary Zuroff states this position would work with current and future programs coming into compliance with them. This will benefit the Public Works Department.

City Administrator Brian Winningham states since there is no designated work session for April he felt it should be brought before the Commission as a report and then the job description will be brought forward at a later date.

2. Main Street Initiative

City Administrator Brian Winningham extends a thank you to Deputy City Administrator Linda Carlson and Planning Director Walter Hadley for completing the paperwork to receive a grant from the State of ND of \$23,400 to update the comp plan as this is one of the governor's five initiatives. He states the City will bring forward in the future a report on how the funds will be implemented.

3. Thank you note – Best Friends

Provided for informational purposes only.

4. PUBLIC SAFETY

A. Fire Department

1. Reports:

Monthly Report

Fire Chief Jeremy Presnell presents the monthly Fire Department report which shows 55 calls for services; 202 calls for the year which is a 26% increase from 2020. Most calls are EMS calls along with alarm activation, false calls. Fire Station 1 attends to the calls that happen south of the freeway and their response time is 6 minutes which is slightly over the benchmark. The north Fire Station attends to all calls north of the freeway which is 7.5 minutes which shows a slight delay. Fire Chief Presnell states the busiest days per week are Tuesday, Wednesday and Saturday and the majority of calls are between 7:00 a.m. and 7:00 p.m. Chief Presnell states there have been 600 hours of training for March which equal to about 26 hours per member. The Dickinson Fire Department is a Class 3 ISO rating. Chief Presnell states the fire department had helped with the fire located just south of town on Saturday. There have been 21 calls already for April. He states the volunteers are taxed a little bit. He states they have been responding to fires and they are happy to attend. Chief Presnell discusses the current burn ban in Stark County and would like to get more information out on the back yard fires, people cleaning yards and burning leaves.

Police Chief Dustin Dassinger does inform people on Facebook, Twitter and other sources. He states the Police Department has zero tolerance for open burns and utilizing fireworks. He states charcoal or open fire in back yards is a Class B misdemeanor.

President Scott Decker states kudos for the Hero Ball. President Decker also discusses the need for fire protection for personnel helping in wildfires. He feels the equipment used to fight fires in the city and fires in the county are quite different and feels different equipment is needed.

Fire Chief Jeremy Presnell states the City's Fire Department does lack the shirts and lighter helmets' as they are moving so fast. Grass fires are quite different then fighting house fires. He states the apparatuses to fight grass fires are ones that drive and pump at the same time.

Commissioner John Odermann discusses back yard fires and hopes citizens do not do anything stupid at this time. Also reminds people not to throw cigarettes out of car

windows as this can burn thousands of acres. Commissioner Odermann states don't set fires and pray for rain.

B. Police Department

1. Body Camera Purchase

Police Chief Dustin Dassinger presents the request of body cameras for the Dickinson Police Department. He states he has researched this nationwide and feels this is the time to move forward with the project. The body cameras are officer issued, activated by officers and captures approximately of what the officer sees and hears. He states the body cameras may improve police accountability and to protect officers from false accusations of misconduct. He discusses the pros and cons of the body cameras. He provides information in regards to the purchasing of the body cameras. Police Chief Dassinger states there is no federal or state requirements at this time.

City Attorney Christina Wenko states the regulations vary from state to state and at this time there are 16 states that have surveillance intersection cameras. There is no specific rules at this time.

Police Chief Dustin Dassinger formed a committee and the committee made the final recommendation of AXON Body 3 for cameras.

City Attorney Christina Wenko fully supports Chief Dassinger in this expenditure. She states unfortunately law enforcement is becoming technically driven and advance to go with the flow and speed. They are expected to become the norm. She feels it is better to get officers on board and to train them as it will be a much easier transition now instead of being thrust into it later on.

Police Chief Dustin Dassinger states the company would replace the cameras twice in the five year period. He states there are multiple mounting options along with excellent customer service. He states there are options for live viewing. The two cost methods would be a five year plan for 35 body cameras and license with 8 admin licenses; 3 docking station and 1 cloud storage. Option number 2 is a lump sum for 5 years of \$217,686.29. Chief Dassinger states the asset forfeiture and Cares Law Enforcement Fund has a little over \$3.1 million dollars.

City Administrator Brian Winningham states the city could use Cares Act Dollars and would be more inclined to pay for it outright. These funds can be used for the body cameras.

Police Chief Dustin Dassinger states the life expectancy for these cameras are 3 years and that is what the replacement is within the five year cycle. As technology improvement and updates would be made you would get the most updated camera. At the end of five years the City would look to contact for the next 10 years.

Commissioner John Odermann thanks Police Chief Dassinger for the presentation. He is concerned of the 1 terabyte of storage.

Police Chief Dustin Dassinger states he has discussed this storage with the IT Department and the IT Department is comfortable with the amount of storage and cloud storage and has no concerns at this time.

MOTION BY: John Odermann

SECONDED BY: Suzi Sobolik

Approve the purchase of body cameras for the Police Department and to pay for them out of the Cares Act with a lump sum.

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

Motion declared duly passed

5. **ENGINEERING**

A. Sidewalk Improvement District Resolution

Interim City Engineer Loretta Marshik presents the Sidewalk Improvement District allows the city to institute a mechanism to allow citizens to make improvements to sidewalks, curbs, gutters and driveways, which are within the right-of-way, through a voluntary special assessment process, allowing citizens to make said improvements and have the cost assessed against the improved parcel. Ms. Marshik states the assessments will be for 5-years at 2.6% interest. The bid opening for the project is anticipated to be held April 28, 2021. The city engineering staff recommends approval of Special Improvement District.

Commissioner John Odermann questions why the city charges interest. If the city is paying for these products on the front end and special the cost to the citizens. What does it pay for? Why is the City charging interest?

Interim City Engineer Loretta Marshik states this is to recoup some of the administrative funds.

Commissioner John Odermann states if the project is paid for what are the administrative costs are paid for.

City Administrator Brian Winningham states the interest rate is set just hovers on the Treasury bill. The interest rate can be negotiated. This is five year term. This gives us a low rate above what is above and beyond normal day to day operations so there are some limited complexity even though we go out and bid this project. The City does the investigative work. Addition to the normal city government workers positions. It probably costs the city more than the 2.6%. The cost also covers the city's cost. Some of the money we are funding upfront. This is that we are paying out first for the project. To recoup some of the money we have provided for the project, essentially a loan. Other municipalities around the state have been more aggressive in special assessments. Should have more transparent answers and citizens are not paying too much for the assessment.

If the City is lumping all engineer cost into the proceed but if this is over the administrative cost, I think our constituents would like a 1 to 1 if at all possible. I do not think this is a situation in this situation this is where the city is allowed to approach to have my sidewalk assessed. In a different program we are going to assess you over this term and they are going to pay interest. Constituent money that they can afford that that is nothing they are going to buck at. If someone does not have the money they will not have the money to pay for the sidewalk to be fixed.

President Scott Decker states did we not allow them 10 years in last year's project.

Commissioner John Odermann remembers that is 10 years assessment.

Commissioner Suzi Sobolik states this special assessment district is different than the district was created.

Interim City Engineer Loretta Marshik states this is a five year and it is voluntary and the other special district that we created then it is for 10 years.

Commissioner John Odermann states if the citizen voluntarily coming to city to fix sidewalk don't have much of an issue but if you tell them that we are going to do their sidewalk.

MOTION BY: Suzi Sobolik
Adopt Resolution 10-2021.

SECONDED BY: Jason Fridrich

RESOLUTION NO. 10-2021

A RESOLUTION CREATING SIDEWALK IMPROVEMENT DISTRICT 2021-1 OF THE CITY OF DICKINSON AND AUTHORIZING THE IMPROVEMENTS AND ASSESSMENTS

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

B. 2021 Mill and Overlay Project Bid Approval

Interim City Engineering Loretta Marshik presents bids for the 2021 Mill and Overlay Project which were opened on March 30, 2021. The lowest bid received was from Northern Improvement Company in the amount of \$3,406,770.40. Engineer Marshik states this amount is about 6% below the Engineer's Estimate of \$3,708,300.00. The letters sent to property owners may come down as the engineering estimate has come down. The total amounts are not finalized until the project is complete.

MOTION BY: John Odermann

SECONDED BY: Nikki Wolla

To approve the bid from Northern Improvement Company, for the 2021 Mill and Overlay Project, in the amount of \$3,406,770.40.

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

C. KLJ Task Order for 2021 Mill and Overlay

Interim City Engineer Loretta Marshik presents a Task Order for 2021 Mill and Overlay. This amendment is for services included under Construction Administration, including on site representation and creation of record drawings. This amendment is a not to exceed amount of \$360,500.00. City staff recommends approval of KLJ Task Order 2004-01117 – Amendment No.2.

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

To approve KLJ Task Order 2004-01117, Amendment No. 2 for the 2021 Mill and Overlay

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

D. South State Avenue Bid Approval

Removed from Agenda

E. South State Avenue Resolution Authorizing Drinking Water SRF Loan

Interim City Engineering presented a resolution provided by our Bond Council for the South State Avenue Loan Application which includes the Resolution authorizing the loan. This loan is in the amount of \$565,000.00.

MOTION BY: John Odermann

SECONDED BY: Suzi Sobolik

Adopt Resolution 11-2021.

RESOLUTION NO. 11-2021

**CITY OF DICKINSON, NORTH DAKOTA
RESOLUTION AUTHORIZING ISSUANCE OF
\$565,000 SALES TAX REVENUE BOND, SERIES 2021**

generator and see how much of a load on it then it shows how much of the load that it can hold of the electricity. To acquire as much power out of the generator as can.

Mr. Dave Clem, Operations Manager, states that load bank test all connections from generator into the building test the lines so that they meet the standard. It is 36 months for every generator in city except for public safety center.

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

Approve the generator maintenance agreements.

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

Motion declared duly passed

D. Mausoleum Presentation

Public Works Director Gary Zuroff state the mausoleum has been reaching capacity. Niches have been filling up faster than a regular cemetery burial. GT Architect will give a presentation on a new mausoleum and the City is looking for a final design with input to move forward in the construction in 2022.

GT Architect Brian Gregoire presents the graphics, masterplan, mausoleum and site. Mr. Gregoire states the mausoleum was built in 1990 and has 432 crypts and niches. The crypt is where the casket lies while a niche has an urn in it. Most of the crypts are internal and exterior while niches are all interior. At this time there is 4 acres of property so there is a lot of room for future construction. He states they are also looking at putting in doubles and singles.

GT Architect Alec Johnson states there are no maintenance rooms of any kind in the present mausoleum and no interior niches for urns.

Mr. Brian Gregoire has been talking with staff and funeral homes to mirror the existing mausoleum. The new one would be left or north side of the original. The center of the mausoleums would be for niches which would give additional spaces. The parking lot would be placed on the east side for greater access for funerals and to also help people when they want to visit during inclement weather. The east parking lot would allow people to stay in their vehicles to view. Also this parking lot would be the trailhead to the community trail. During research they have found out where the original grant came from. Mr. Gregoire states the proposed mausoleum would have the same footprint but with fewer niches and more crypts. They would also like to place a janitorial room so when maintenance staff comes to do maintenance this would allow them to store equipment onsite and to also keep the electrical panel out of view.

Mr. Alec Johnson states the demand for niches or urn space is becoming greater as time passes along. He states 40% chose to take the cremation route. It is not a greater demand for niches. At this time there are 9 niche spots in the existing mausoleum and 18 crypts left open. Mr. Johnson states they have put together a preliminary cost estimate by reaching out to the local contractors to get pricing. He feels the City could recoup the money through the addition by selling crypts or niches.

Mr. Brian Gregoire states people prefer the middle section and this is generally the most expensive area. He states upper and lower ones are not that expensive however, interior ones are most expensive.

Public Works Director Gary Zuroff states there are niche parks and a lot of variety in the creation and feels the city could recoup their money over time. Mr. Zuroff asks for Commission input.

Commissioner Suzy Sobolik does like the north building and to go from the current parking lot is a long walk. She feels this new design does look nice.

Mr. Brian Gregoire states most churches own mausoleums but having the City own this mausoleum is more of a non-denominational. He states they have put a great deal of

work into getting the amount of data and exploration. He feels there has been an increase in cremations during the pandemic. He feels this could be phased in.

Commissioner John Odermann really does like the concept of mirroring and looking like the existing mausoleum. The only concern is the parking lot and if they put the new parking lot in he is concerned about having the ability to put a 3rd or 4th mausoleum in the space.

Mr. Brian Gregoire states there could be another mausoleum added to the north of the trees.

President Scott Decker would like to approach the veterans group in regards to the veteran cemetery.

Public Works Director Gary Zuroff states he would like to move forwards with the design and for construction in 2022. If this direction looks good possibly go forward to see the cost.

Todd Fischer whom ran the numbers today and there are 144 niches for cremation originally and there are 9 left. He states there were 22 crypts and now there are only 41 left. He has met with Stevenson's Funeral Home and they are asking for the city to do something soon otherwise they are planning on creating their own. This is becoming more and more popular. He states the City is so cheap right now in the purchase that is cheaper than doing a regular burial.

7. **PLANNING**

A. Reports:

1. None

8. **BUILDING/CODE ENFORCEMENT**

A. Reports:

1. None

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

A. Employee Appreciation

City Administrator Brian Winningham presents Solid Waste Operator Bernard Steckler an employee appreciation award for during the windy conditions and recovered bins and debris during the wind storm. This kind act was above his normal duties.

Administrator Winningham thanks Bernard Steckler publically for acting on his kindness.

Bernard Steckler questions about people throwing cigarettes out the window.

Police Chief Dustin Dassinger states should anyone see this people can be fined for littering and a license plate number would be beneficial.

B. Sunrise Youth Bureau Annual Report

Removed from Agenda

C. Public Hearing – Stable Estates

1. Future Land Use Map Amendment – Residential to AG

Planning Director Walter Hadley presents a Future Land Use Amendment from Residential to Agriculture for 9.97 Acres for the Preliminary Plat of Stable Estates which is along State Avenue and Palm Beach Road. The Planning Commission conducted a public hearing on this item during the March 17, 2021 meeting and some concerns were raised on road alignment of the subdivision, not the intended use. Planning Director Hadley states the second reading of this item will be delayed to be heard with the Final Plat of Stable Estates.

President Scott Decker opens the public hearing at 5:02 p.m. Hearing no comments the public hearing is closed at 5:03 p.m. and the following motion is made.

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

To approve first reading of Ordinance No. 1711.

ORDINANCE NO. 1711

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP

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

2. Rezoning Petition – R1 to AG

Planning Director Walter Hadley presents a Zone Change request from Residential R1 to Agriculture for 9.97 Acres of Stable Estates which along State Avenue and Palm Beach Road.

President Scott Decker opens the public hearing at 5:05 p.m. Hearing no comments the public hearing is closed at 5:06 p.m. and the following motion is made.

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

To approve first reading of Ordinance No. 1712.

ORDINANCE NO. 1712

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE CITY LIMITS, CITY OF DICKINSON, NORTH DAKOTA.

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

3. Rezoning Request – R1 to Residential

Planning Director Walter Hadley presents a rezoning petition from Residential R1 to Rural Residential RR for 42.33 Acres in Stable Estates. These will be platted into one acre lots.

President Scott Decker opens the public hearing at 5:07 p.m. Hearing no comments the public hearing is closed at 5:08 p.m. and the following motion is made.

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

To approve first reading of Ordinance No. 1713.

ORDINANCE NO. 1713

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE CITY LIMITS, CITY OF DICKINSON, NORTH DAKOTA.

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

D. Public Hearing – CTE Site – Dickinson Public Schools

1. Future Land Use Map – Commercial and Industrial to Public

City Planner Walter Hadley presents a Future Land Use Amendment from Commercial & Industrial, to Public. The site is described as a 40 acre site including Lots 3, 4, & 5, Block 1, and North Industries 1st Addition within the City of Dickinson. There were no concerns were raised at the Planning and Zoning Meeting.

President Scott Decker opens the public hearing at 5:10 p.m. Hearing no comments the public hearing is closed at 5:11 p.m. and the following motion is made.

MOTION BY: Suzi Sobolik

SECONDED BY: Nikki Wolla

To approve first reading of Ordinance No. 1714.

ORDINANCE NO. 1714

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP

