



April 14, 2020

Board of City Commissioners
Bismarck, ND

Dear Commissioners:

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, April 14, 2020 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.

Watch live meeting coverage on Government Access Channels 2 & 602HD, Listen to Radio Access 102.5 FM Radio, or stream FreeTV.org and RadioAccess.org. Agenda items can be found online at www.bismarcknd.gov/agendacenter.

Due to ongoing public health concerns related to COVID-19, the City of Bismarck is encouraging citizens to provide their comments for consent agenda, and regular agenda items on the Bismarck City Commission agenda via email to bismarckadmin@bismarcknd.gov.

Please include the agenda item number your comment references. The comments will be sent to the Commissioners, 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 agenda item your comment addresses. For more information visit: <https://bismarcknd.gov/CivicAlerts.aspx?AID=6615>

Future City Commission meetings are scheduled as follows:

- April 28, 2020
- May 12 & 28, 2020
- June 9 & 23, 2020

MISSION STATEMENT

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

MEETING WITH THE BOARD OF EQUALIZATION

1. Call to Order
2. Director's Report - Dmitriy Chernyak, Finance Director
 - a. Presentation of the 2020 Annual Report
3. Adjourn

Documents:

[FIN - 2020 Annual Report for BOE.pdf](#)

MEETING OF THE BOARD OF CITY COMMISSION

1. Proclamation recognizing the week of April 12 - April 18, 2020 as National Public Safety Telecommunications Week.

Documents:

[National Public Safety Telecommunications Week.pdf](#)

2. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items).
3. Consider the approval of the minutes.

Documents:

[MN032420.pdf](#)
[SM031720.pdf](#)
[SM031820.pdf](#)
[SM032020.pdf](#)
[SM032820.pdf](#)

4. CONSENT AGENDA

- A. Consider approval of expenditures.
- B. Consider approval of personnel actions.

Documents:

[\(C\) HR Personnel Report.pdf](#)

C. Consider the request for the approval from the Administration Department for the following:

1. Appoint Kollie Flomo and Annette Martel to the Bismarck Human Relations Committee.
2. Introduction of and call for a public hearing on a new Class I-2 Restaurant Beer and Wine Only Liquor License for JET Enterprises, Inc., Amici Pizza Company, located at 3001 Yorktown Dr.

Documents:

[\(C\) ADMIN - HRC New Members.pdf](#)
[\(C\) ADMIN - Amici Pizza Company New Liquor License.pdf](#)

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

1. Approve sale of surplus/obsolete items at the annual Police Auction.
2. Approve deferral of the Airport's rent and fees.

Documents:

[\(C\) AIR - Police Auction Sales.pdf](#)
[\(C\) AIR - Deferral of Airport Rent and Fees.pdf](#)

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

1. Ratify the April 14, 2020 state of emergency declaration relating to COVID-19 by the President of City Commission and extend its effect to May 14, 2020.

Documents:

[\(C\) ATTY - City of Bismarck COVID 19 Declaration.pdf](#)

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

1. Apply for Section 5310 Funding for Mobility Manager position.
2. Apply for Section 5310 Funding for Night Time Demand Response Service.
3. Apply for Section 5310 Funding for Sunday Service for the Disabled and Elderly.
4. Approve Glenn Lauinger as a TrAMS User and a National Transit Database User Manager.

Documents:

[\(C\) CD - Mobility Manager Position.pdf](#)
[\(C\) CD - Night Time Demand Response Service.pdf](#)
[\(C\) CD - Sunday Service.pdf](#)
[\(C\) CD - TrAMS User Manager and User Role Designations.pdf](#)

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

1. Approve the North Dakota Department of Transportation Construction and Maintenance Agreement and the Companion Agreement with Bismarck Parks and Recreation District.
2. Construction of Sidewalk, Curb and Gutter and Driveways 2020 - Request for Resolution Receiving Bids. Request for Resolution Awarding Contracts for Parts A-1, A-2, B-1 and B-2.
3. Street Improvement District No. 530 - Request for Resolution Receiving Bids and Ordering Preparation of the Engineer's Statement for SI 530. Request for Resolution Awarding Contract for SI 530.
4. Street Improvement District No. 532 - Request for Resolution Receiving Bids and Ordering Preparation of the Engineer's Statement for SI 532. Request for Resolution Awarding Contract for SI 532.
5. Street Improvement District No. 535 - Request for Resolution Approving Plans and Specifications. Request for Resolution Directing the Advertisement of Bids and Receive Bids.
6. Street Improvement District No. 536 - Request for Resolution Approving Plans and Specifications. Request for Resolution Directing the Advertisement of Bids and Receive Bids.
7. Street Improvement District No. 537 - Request for Resolution Approving Plans and Specifications. Request for Resolution Directing the Advertisement of Bids and Receive Bids.
8. Street Improvement District No. 538 - Request for Resolution Declaring Petitions for Improvements have been Received. Request for Resolution Creating District SI 538 and Ordering Preparation of Preliminary Report. Request for Resolution Approving Preliminary Report and Directing Preparation of Plans and Specifications.
9. Water Utility Project WU 130 - Request and Receive Bids and Award Contract for WU 130.
10. Water Utility Project WU 132 - Request to Receive and Reject Bids for WU 132.

Documents:

(C) ENG - NDDOT and BPRD Agreements.pdf
(C) ENG - Sidewalk, Curb, Gutter and Driveway Construction.pdf
(C) ENG - SI 530.pdf
(C) ENG - SI 532.pdf
(C) ENG - SI 535.pdf
(C) ENG - SI 536.pdf
(C) ENG - SI 537.pdf
(C) ENG - SI 538.pdf
(C) ENG - WU 130.pdf
(C) ENG - WU 132.pdf

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

1. Application for Abatement for 2019, Deferred Maintenance, at 323 S. 9th St.
2. Approve Travel Policy revisions.

Documents:

(C) FIN - Abatement.pdf
(C) FIN - Travel Policy Revisions.pdf

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

1. Permission to accept donated sanitizing supplies for first responders.

Documents:

(C) FIR - Donated Items for First Responders.pdf

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

1. Allow the transfer of possession of a motorcycle to a salvage yard or equivalent for scrap.
2. Accept donations to help department personnel during the COVID-19 Pandemic.

Documents:

(C) PD - Salvage Motorcycle.pdf
(C) PD - Approval of Donations.pdf

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

1. Award contract for the Spring and Fall cankerworm control aerial spraying to Airborne Custom Spraying, Inc.
2. Award bid for one or more model side discharge slinger style spreaders for the Waste Water Treatment Plant to Duppong's, Inc.
3. Reallocate funds for purchase of a Forestry chipper truck using Forestry and Roads & Street 2020 operating budget.
4. Apply for America the Beautiful, a Tree Planting Grant, through the North Dakota Forest Service.
5. Cancel Spring Clean-Up Week and allow free disposal at the landfill April 20-25, 2020.
6. Approve the revised Fleet Services Fueling Services Policy regarding fuel purchases.
7. Approve Change Order 3 with Edling Electric for Street Utility Project No. 52.

Documents:

(C) PW-SO - Award Spring and Fall Spraying Contract.pdf
(C) PW-SO - WWTP Tow Model Slinger Bid.pdf
(C) PW-SO - Purchase Chipper Truck.pdf
(C) PW-SO - Tree Planting Grant.pdf
(C) PW-SO - Cancel Spring Clean-Up Week.pdf
(C) PW-SO - Fleet Services Revised Fueling Policy.pdf
(C) PW-SO - Change Order 3.pdf

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

1. Approve additional state funding for \$500,000 and approval of lead service line replacement cost share policy.
2. Approve the purchase of Wonderware software and hardware upgrades for SCADA system at the Waste Water Treatment Plant.
3. Approve Task Order No. 15 to the agreement with AE2S for 2020 Water Distribution Upgrade I&C Commissioning Services.
4. Submit planning level flood protection information to the State Water Commission.

Documents:

(C) PW-UO - Approval of Cost Share Increase.pdf
(C) PW-UO - SCADA Wonderware Software Upgrade.pdf
(C) PW-UO - Task Order 15.pdf
(C) PW-UO - State Water Commission Flood Protection Information.pdf

5. REGULAR AGENDA

6. Receive COVID-19 update from Keith Hunke, City Administrator.
7. Receive COVID-19 update from Dmitriy Chernyak, Finance Director.
8. Consider the request from the Community Development Department, regarding the Apple Meadows Third Subdivision, requested by Sattler Family, LLLP, for the following:
 1. Continued Public Hearing on Ordinance 6413, a request for a zoning change from the A-Agriculture zoning district to the RR-Residential Zoning District for Apple Meadows Third Subdivision.
 2. Final plat of Apple Meadows Third Subdivision.

Documents:

(R) CD - Apple Meadows Final Plat.pdf

9. Consider the request from the Engineering Department for Street Improvement District No. 531 - Request for resolution determining insufficiency of protests on resolution of necessity. Request for resolution receiving bids and ordering preparation of the Engineer's Statement for SI 531A and SI 531B. Request for resolution awarding contracts for SI 531A and SI 531B.

Documents:

(R) ENG - SI 531.pdf
Protest Summary.pdf

10. Consider the request from the Engineering Department for Street Improvement District No. 533 - Request for resolution determining insufficiency of protests on resolution of necessity. Request for resolution receiving bids and ordering preparation of the Engineer's Statement.

Documents:

(C) ENG - SI 533.pdf

11. Consider the request from the Administration Department to hold a discussion regarding the retail sale of alcoholic beverages.

Documents:

(R) ADMIN - Alcohol Licenses Discussion.pdf

(R) ADMIN - Restaurant and Bar Owner Responses.pdf

12. Receive an update from the City Attorney regarding the efforts and successes for mitigation strategies due to COVID-19.

Documents:

(R) ATTY - Risk Mitigation.pdf

Other Business

Adjourn

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