



December 8, 2016

Board of City Commissioners  
Bismarck, ND

Dear Commissioners:

The Board of City Commissioners is scheduled to meet in regular session on Tuesday, December 13, 2016 at 5:15 p.m. in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Invocation will be presented by a Chaplain from the Bismarck Police Department.

Future City Commission meetings are scheduled as follows:

- **December 27, 2016**
- January 10 & 24, 2017
- February 14 & 28, 2017

#### BOARD OF HEALTH

1. Call to order - President Seminary
2. Strategic Plan update
  - a. CDC Worksite Health Scorecard - Renae Moch
  - b. Worksite Wellness "How Far We've Come" - Katie Johnke
3. Adjourn

Documents:

[City Board of Health 12 13 16.pdf](#)

#### BOARD OF CITY COMMISSIONERS

1. Consider approval of the minutes of the regular meeting on November 22, 2016.
2. CONSENT AGENDA
  - A. Consider approval of expenditures.



B. Consider approval of personnel actions.

Documents:

[Personnel Actions for December 13 meeting.pdf](#)

C. Consider request for approval from the Bismarck Airport for Amendment 4 to the May 12, 2015 Engineering Services Agreement with Kadrmas, Lee and Jackson (KLJ) for Airport Drainage Study, Storm Sewer Televising, Cleaning and Report.

Documents:

[Amendment 4 to KLJ May 12, 2015 Engineering Services Agreement.pdf](#)

D. Consider request for approval from the Assessing Division of tax abatement applications for Wheelchair Exemption.

Documents:

[Abatements for 121316 Meeting.pdf](#)

E. Consider request for approval to introduce and call for a public hearing on Ordinance 6242 at the request of the Bismarck Larks Baseball Team for an amendment to the Class L liquor license. The public hearing for this item will take place at the January 10, 2017 City Commission meeting.

Documents:

[Ordinance 6242 to amend Class L liquor license.pdf](#)

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

- Reappointment of Mr. Joe Fink and Mr. Todd Van Orman to the Renaissance Zone Authority until December 31, 2019.
- Amendment to the Brokerage Contract between the City of Bismarck and the Bis-Man Transit Board.
- Permission for Bismarck-Mandan Metropolitan Planning Organization staff to submit and FY2017 Section 5339 grant application on behalf of Bis-Man Transit.

Documents:

[Renaissance Zone Authority reappointments.pdf](#)

[Amendment to Transit Brokerage Contract with Bis-Man Transit Board.pdf](#)

[Permission to submit FY 2017 Section 5339 Grant Application on behalf of Bis-Man Transit.pdf](#)

G. Consider requests for approval from the Engineering Department for the following items:

- Amendment to Consultant Agreement with Apex Engineering Group for professional services relating to the North Washington Street regional storm water detention pond design.
- Endorsement of two projects that Bismarck Parks and Recreation District would like to submit to the Metropolitan Planning Organization (MPO) for the North Dakota Department of Transportation (NDDOT) Transportation Alternatives Program (TAP) grant.
- Approval of various easements related to Light of Christ Addition.
- Permission to move establishment date for Quiet Rail Zone.

Documents:

[Amendment to existing agreement for professional services.pdf](#)

[Endorsement to submit applications for NDDOT TAP grant.pdf](#)

[Various easements related to Light of Christ Addition.pdf](#)

[Move establishment date for Quiet Rail Zone.pdf](#)

H. Consider requests for approval from the Finance Department for the following items:

- Contract for appraisal services for commercial properties with Vanguard Appraisals, Inc.
- 2016 year budget transfers, authorizations and adjustments for the General Fund.

Documents:

[Contract for commercial appraisal services.pdf](#)  
[Year end 2016 budget adjustments.pdf](#)

I. Consider requests for approval from the Human Resources Department for the following items:

- Request to pay exempt public safety officers for mutual aid reimbursed hours.
- Waiver of use or lose annual leave balance for public safety officers.
- Approval of changes to the Discrimination and Harassment and Equal Employment Opportunity policies.

Documents:

[Pay exempt public safety officers for mutual aid reimbursed hours.pdf](#)  
[Waiver of use or lose annual leave balance for public safety officers.pdf](#)  
[Discrimination and harassment and equal employment opportunity policy changes.pdf](#)

J. Consider requests for approval from the Public Works Service Operations Department for the following items:

- Change Order 5 for \$39,552.09 with Northern Improvement Company for Waste Utility Project LF 16-01.
- Permission to purchase one pickup truck for Bismarck-Burleigh Public Health using 2016 funds.

Documents:

[Change Order 5 with Northern Improvement for Waste Utility Project LF 16 01.pdf](#)  
[Purchase one pickup truck for Public Health using 2016 funds.pdf](#)

K. Consider requests for approval from the Public Works Utility Operations Department for the following items:

- Permission to use a sole source contract with PKG Contracting, Inc. to complete the emergency repairs of pipes at the Wastewater Treatment Plant.
- Change Order 1 for \$14,105 with Northern Plains Contracting, Inc. on the Wachter Avenue Master Lift Station project.

Documents:

[Sole source contract and completion of emergency repairs at Wastewater Treatment Plant.pdf](#)  
[Change Order 1 with Northern Plains Contracting for Wachter Avenue Master Lift Station project.pdf](#)

**L. Addendum Item: Consider request for approval from the Public Works Service Operations Department to accept additional snow hauling contractors at the discretion of the Public Works Service Operations Director.**

Documents:

[Accept additional snow hauling contractors.pdf](#)

REGULAR AGENDA

3. Public comment (restricted to items on the Regular Agenda, excluding public hearing items).

Note: Those appearing should complete the sign-in sheet at the podium with name, address, contact phone number, etc.

*(No attachment)*

4. Snow removal operations report from the Public Works Service Operations Department.

*(No attachment)*

5. DAPL response status update from the Police Department.

*(No attachment)*

6. Consider request from Anne Cleary to appeal the decision of the Board of Adjustment to deny variances relating to lot area and building setbacks for part of Lot 3, Block 5, Northern Pacific Addition (717 N Mandan Street).

Documents:

[Appeal of part of Lot 3 Block 5 Northern Pacific Addition.pdf](#)

7. PUBLIC HEARING on the request to vacate the east 35 feet of the Ottawa Street right of way adjacent to Lots 19-22, Block 1, Wutzke's 2nd Subdivision, leaving a remainder of 80 feet of right of way for Ottawa Street.

Documents:

[Vacation of part of Ottawa Street right of way.pdf](#)

8. PUBLIC HEARING on Ordinance 6239 relating to permits required under the provisions of Title 8.

Documents:

[Ordinance 6239.pdf](#)

9. PUBLIC HEARING on Ordinance 6240 relating to pools; operation permits, permit fee and operational practices (Title 4, Chapter 4-06).

Documents:

[Ordinance 6240.pdf](#)

10. PUBLIC HEARING on Ordinance 6241 relating to the repeal of Chapter 8-2 (Frozen Desserts).

Documents:

[Ordinance 6241.pdf](#)

11. Consider request for approval from the Public Works Utility Operations Department to receive and consider disposition of bids for chemicals to be used at the Water and Wastewater Treatment Plants in 2017.

Documents:

[Chemical bids for Water and Wastewater Treatment for 2017.pdf](#)

12. Consider requests for approval from the Bismarck Airport for the following items relating to the Runway 13/31 Reconstruction project:

- Reimbursable Agreement with the Federal Aviation Administration (FAA) for navigation aid flight checks associated with this project.
- Engineering Services Agreement with KLJ for the second year design of this project.

Documents:

[Reimbursable agreement with FAA for navigation aid flight checks.pdf](#)  
[Engineering Services Agreement with KLJ for second year Runway 13 31 reconstruction.pdf](#)

13. Consider requests for approval of the following from the Engineering Department relating to Sewer Improvement District 16-571.

- Resolution Creating District and Ordering Preparation of the Preliminary Report; and
- Resolution Approving Preliminary Report and Directing Preparation of Plans and Specifications.

Documents:

[Resolutions relating to Sewer Improvement District 16 571.pdf](#)

14. Consider request for approval from the Engineering Department for the contract with Kadrmass, Lee & Jackson (KLJ) for Engineering Consultant Services for a fiber optic network system study.

Documents:

[Engineering consultant services for fiber optic network system study.pdf](#)

15. Consider request for approval from the Engineering Department to receive opinion of costs for permanent improvements to Main Avenue as a three-lane roadway.

Documents:

[Main Ave opinion of costs for improvement.pdf](#)

16. Consider other business.

*(No attachment)*



