

## **June 7, 2021 Regular City Council Meeting**

**MINOT CITY COUNCIL – SCHEDULED MEETING – JUNE 7, 2021 AT 5:30 P.M.**

### **ROLL CALL**

#### Members Present:

Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma

#### Members Absent:

None

### **PLEDGE OF ALLEGIANCE**

Mayor Sipma presiding and led the City Council in the Pledge of Allegiance.

### **MAYOR'S REPORT**

Mayor Sipma stated, there was an informational push sent out that day encouraging the community to submit photos for the “Resilient Together” mosaic. He said it would be displayed during the event at Oak Park June 26<sup>th</sup>.

He then described some of his meetings and activities over the past month:

May 4th – Community Economic Development Meeting (IEDC)  
May 5th – Chamber EDC Board Meeting  
May 5th – North Plains Elementary Virtual Class Presentation  
May 6th – Flood Control Home Acquisition  
May 6th – Military Affairs Committee  
May 7th – KX News Interview – 10th Anniversary 2011 Flood  
May 18th – Minot High Advanced Engineering Class Presentation (New City Hall)  
May 19th – Legislative Meeting with Rep. Hogue  
May 19th – City Council Budget Session  
May 19th – USAF Gen. Weatherington – Task Force 21  
May 20th – 10th Anniversary Flood Interview Prairie Public Radio  
May 20th – City Council Budget Session  
May 21st – Flood Control Home Acquisition  
May 21st – Lonnie Sather, Assistant Fire Chief Retirement  
May 24th – Retired ROTC High School Teacher James Ritchie  
May 24th – Flood Control Home Acquisition  
May 24th – Special City Council Meeting  
May 27th – Burdick Job Corps Quarterly Community Meeting  
May 27th – City Council Budget Workshop  
May 28th – Minot City Podcast  
May 28th – Flood Control Home Acquisition  
June 3rd – Military Affairs Committee  
June 3rd – Downtown Summer of Reading Kick-off

He also said, there were numerous other meetings, phone calls, e-mails, and individual contact concerning City business.

### **CITY MANAGER REPORT**

The City Manager provided a written update describing events and activities for various departments. He pointed out the budget tours where the Council viewed presentations of each City department and he mentioned the upcoming Council Retreat taking place June 11<sup>th</sup> and 12<sup>th</sup> at The Parker Center. He also said, staff is working with the recruiter for the Airport Director position and applications are due next week. Following the application process, they will be looking for a Council representative to sit on the interview committee.

Mr. Stewart then asked Public Works Director, Dan Jonasson to provide an update on the water restriction. Mr. Jonasson provided some background on the 14 wells that lead to Minot’s water system. He explained that they undergo yearly testing

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and said the current issues are not due to neglected maintenance. Wells 5 and 6 from the Minot aquifer were not working. The transmission line, which was installed in the early 1900's, has had numerous problems and a project was underway to replace part of the line. They have now expedited the process and it should be done by Friday. Well 14 had a blown breaker in the motor. The well company came in, found that the pump was shot, and replaced it. At that point, they replaced the voluntary water restriction with a mandatory restriction. They worked with all resources to notify residents. He thanked Shauna Downing with Dakota Outdoor Sign, for offering the use of billboards at no charge. He continued by saying, Well E had been down since March. The pump and motor were both bad and there were several feet of gravel at the bottom of the well. The well company had to televise it to find the problem and found a hole in the casing. The casing liner was delivered and installed on May 27<sup>th</sup> but the pump and motor to come in earlier that day and is now being installed. If repairs go well, they could ease the restrictions this week. He reminded residents that outdoor water use is described in the ordinances. It recommends even numbered addresses water on Monday, Wednesday, Friday, while odd numbered addresses water on Tuesday, Thursday, and Saturday and anyone on Sunday.

Following the update, Mr. Jonasson responded to questions from the Council. He explained that they cannot keep extra components on hand because out of the 14 wells, there are 12 different pumps. That amount of inventory would probably equate to about \$3 million just in case we need it. He added, even if we had the parts, it still requires a well company to install and repair any issues.

Alderwoman Evans relayed a question from a citizen asking if the City could have water shipped in from somewhere else. Mr. Jonasson said, the community uses about 11 million gallons per day. To ship that amount of water would take about 1,000 tankers. He also said, the surrounding communities depend on Minot to provide water for the area.

### **CITY ATTORNEY REPORT**

The City Attorney submitted a written report.

### **SUBDIVISION OF OUTLOT 5 – APPROVED**

Alderman Jantzer moved the City Council approve a subdivision plat to create Outlot 5, being all of Outlot 4, a portion of the NW1/4 of the NW1/4, and a portion of the NE1/4 of the NW1/4, all within Section 9, Township 155N, Range 82W, Ward County, North Dakota. The property is located at 4540 30th Avenue NE.

Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **SUBDIVISION PLAT AND STREET/ALLEY VACATION- MINOT INTERNATIONAL AIRPORT FOURTH ADDITION – APPROVED**

Alderman Jantzer moved the City Council approve a subdivision plat including a vacation of right-of-way to be known as Minot International Airport Fourth Addition. The properties are legally known as Lots 5 & 6, Block 5 and a Portion of Vacated Right-of-Way of Minot International Airport Second Addition. The property address is 2400 N. Broadway, Unit 2.

Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **PUBLIC HEARING: ZONING MAP AMENDMENT- BERTSCH ADDITION**

The City Council held a public hearing to consider a request from Ackerman Surveying representing Troy Bertsch, for a zoning map amendment from "AG" Agricultural District to both "AG" Agricultural District and "RR" Rural Residential District on proposed Bertsch Addition, Lot 2.

No one appeared in favor or opposition of the request.

Alderman Pitner moved the City Council close the public hearing and approve the item. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5611 - ZONING MAP AMENDMENT- BERTSCH ADDITION – APPROVED**

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Alderman Pitner moved the City Council place ordinance no. 5611 on first reading to rezone Bertsch Addition, Lot 2 from “AG” Agricultural District to both “AG” Agricultural District and “RR” Rural Residential District. Motion seconded by Alderman Jantzer and carried unanimously.

City Council pass ordinance no. 5611 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **RESOLUTION NO. 3716 - LAND USE MAP AMENDMENT- BERTSCH ADDITION – APPROVED**

Alderman Pitner moved the City Council adopt resolution no. 3716 for a future land use map amendment from Medium Density Residential and Low Density Residential to Very Low Density Residential on Bertsch Addition, Lot 2.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **PUBLIC HEARING: ORDINANCE NO. 5612 - ZONING MAP AMENDMENT- LOT 8, DAKOTA SQUARE 2ND ADDITION – FIRST READING – APPROVED**

The City Council held a public hearing to consider a request from Jason Loney, Scheels All Sports, Inc. representing Dakota Square Mall CMBS, LLC for a zoning map amendment from “C4” Planned Commercial to “C2” General Commercial with a Planned Unit Development (PUD) overlay for the purposes of building expansion. The property is legally known as Lot 8 of Dakota Square Second Addition to the City of Minot, North Dakota. The property is located at 2400 10th Street SW. No one appeared in favor or opposition of the request.

Alderwoman Olson moved the City Council close the public hearing and place ordinance no. 5612 on first reading amending the zone from “C4” Planned Commercial to “C2” General Commercial with a Planned Unit Development (PUD) overlay on Lot 8, Dakota Square 2<sup>nd</sup> Addition. Motion seconded by Alderwoman Evans and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5612 on first reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **PUBLIC HEARING: ZONING MAP AMENDMENT- SUBURBAN HOMES 4TH ADDITION**

The City Council held a public hearing to consider a request by Michael Sartwell, PRGA Properties – St. Joseph, LLC owner/representative and Trustees Church of God of Prophecy, for a zoning map amendment from “R1” Single-Family Residential District to “C2” General Commercial District on proposed Suburban Homes 4th Addition.

No one appeared in favor or opposition of the request.

Alderman Ross moved the City Council close the public hearing and approve the requests. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **SUBDIVISION OF SUBURBAN HOMES 4TH ADDITION – APPROVED**

Alderman Ross moved the City Council approve a subdivision plat to be known as Suburban Homes 4th Addition to adjust the shared property boundary between the two subject properties thirty (30) feet to the west.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5613 - ZONING MAP AMENDMENT- SUBURBAN HOMES 4TH ADDITION – FIRST READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5613 on first reading to rezone Lot 2 Suburban Homes 4<sup>th</sup> Addition from “R1” Single-Family Residential District and “C2” General Commercial District to “R1” Single-Family Residential District and “C2” General Commercial District of a different configuration. Motion seconded by Alderman Pitner and carried unanimously.

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Alderman Ross moved the City Council pass ordinance no. 5613 on first reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### RESOLUTION NO. 3717 - FUTURE LAND USE MAP AMENDMENT- SUBURBAN HOMES 4TH ADDITION – APPROVED

Alderman Ross moved the City Council adopt resolution no. 3717 for a future land use map amendment from Low Density Residential to Commercial on Suburban Homes 4<sup>th</sup> Addition.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### CITY COUNCIL MINUTES – APPROVED

Alderman Olson moved the City Council approve the minutes of the May 17, 2021 regular City Council meeting and the May 19, 20, and 27 special City Council meetings.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### BILLS, TRANSFERS AND PAYROLL – APPROVED

Alderman Olson moved the City Council approve payroll for the period of April 25, 2021 through May 22, 2021 in the amount of \$2,117,059.80 and approve bills and transfers for May in the amount of \$3,283,533.62 as follows:

MARCO, INC.	137.89	100001173	EILEEN BEAN	14.95	286814
MARCO, INC.	107.35	100001174	EMPLOYEE ONE TIME PAY	80.6	286832
MDU	31.46	100001175	EMPLOYEE ONE TIME PAY	165	286833
MDU	50.97	100001176	EMPLOYEE ONE TIME PAY	340.14	286834
MDU	303.41	100001177	EMPLOYEE ONE TIME PAY	203.5	286835
MDU	22.95	100001178	ENERBASE	13582.53	286836
MDU	246.69	100001179	FACTORY MOTOR PARTS	1027.6	286837
MDU	24.46	100001180	FARSTAD OIL CO	21763.57	286838
MDU	258.63	100001181	FIRE EQUIPMENT CO.	276	286839
MDU	706.84	100001182	FIRST INTERNATIONAL BANK & TRUST	650	286840
MDU	32.96	100001183	FIRST WESTERN INSURANCE	443	286841
MDU	581.12	100001184	FLEETMIND SOLUTIONS, INC.	1987.5	286842
MDU	22.13	100001185	GENERAL ONE TIME PAY	20	286843
MDU	252.37	100001186	GENERAL ONE TIME PAY	50	286844
MDU	162.8	100001187	GENERAL ONE TIME PAY	5299.45	286845
MDU	437.61	100001188	GENERAL ONE TIME PAY	16879.52	286846
MDU	22.95	100001189	GENERAL TRADING	61.73	286847
MDU	24.46	100001190	GERDAU RECYCLING	89.99	286848
MDU	39.97	100001191	H&H TRUCKING	4676.29	286851
MDU	41.97	100001192	HOUSTON ENGINEERING, INC.	4530.92	286852
MDU	78.23	100001193	INTERSTATE BATTERY SYSTEM	9124.1	286853
MDU	23.46	100001194	JASON WEST	247.5	286941
MDU	50.48	100001195	JESSE MILLER	247.5	286864
MDU	37.47	100001196	JLG ARCHITECTS	39327.5	286855
MDU	35.47	100001197	JOHN DEERE FINANCIAL	1223.77	286849
MDU	24.46	100001198	JORDAN DELORME	37.5	286826
MDU	4223.39	100001199	JUSTON RODMAN	37.5	286900
1ST MINOT MANAGEMENT	53	286809	L-TRON CORPORATION	18348.9	286856
ACME TOOLS	320.89	286810	LANDMARK STRUCTURES	402350	286857
ALL STAR SHEDS LLC	2563.88	286811	LHOIST NORTH AMERICA OF MISSOURI	33657.28	286858
AMERICAN WELDING & GAS, INC.	4847.16	286812	MACA	10000	286859
ARAMARK	81.64	286813	MAGIC CITY GARAGE DOOR COMPANY	6386.55	286860
BLUETARP FINANCIAL, INC.	18.58	286815	MARCO, INC.	726.6	286861
BROADWAY PRINTING COMPANY	275	286816	MATTHEW PAPPENFUS	104.5	286889
CARI ROBISON	50	286898	MIDSTATES WIRELESS, INC.	187.5	286862
CDM SMITH	186516	286817	MILLER LAW OFFICE, P.C.	45	286863
CENTRAL MACHINING&PUMP REPAIR	151.26	286818	MINOT AUTO	828.66	286865
CENTRAL PROGRAMS, INC.	2878.71	286850	MINOT AUTOMOTIVE CENTER	58.12	286866
CITY OF MINOT	30	286872	MINOT COMMISSION ON AGING	12500	286867
COLONIAL LIFE	2517.44	286819	MINOT DAILY NEWS	566.96	286868
CREATIVE CONCRETE	1250	286820	MINOT EMPLOYEE DONATIONS	749.74	286869
CROWN ASSET MANAGEMENT, LLC	460.8	286895	MINOT VETERINARY CLINIC	3211	286870
CUMMINS POWER, LLC	1540	286821	MINOT WELDING COMPANY	57.5	286871
DACOTAH PAPER CO.	490.05	286822	MUNICODE	817.84	286874
DAKOTA FIRE EXTINGUISHER	382.51	286823	NAPA AUTO PARTS	396.36	286875
DAKOTA FLUID POWER, INC.	108.1	286824	NATIONAL PAYMENT CORPORATION	210.72	286876
DELL MARKETING L.P.	265.24	286825	ND DEPT OF TRANSPORTATION	321981.28	286877
DIG IT UP BACKHOE SERVICE	76050	286827	ND FRATERNAL ORDER OF POLICE	662.5	286878
DIVISION OF CHILD SUPPORT	102	286828	ND HOUSING FINANCE AGENCY	1559.08	286879
DOMESTIC VIOLENCE CRISIS CENTE	1151.15	286829	ND ONE CALL, INC.	1153.8	286880
DPC INDUSTRIES, INC.	6250	286830	ND SAFETY COUNCIL, INC.	320	286881
ECOLAB PEST ELIMINATION DIVISION	111.67	286831	NDDEQ	1024.86	286882

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NDWPCC	425	286883	DAN LAWSON	50	287010
NEBRASKA CHILD SUPPORT PAYMENT	563.08	286884	DIVISION OF CHILD SUPPORT	102	286975
NORTH COUNTRY SPORTSWEAR	110	286885	DORSEY & WHITNEY	8632.8	286976
NORTHWEST TIRE AND RETREAD	3131.2	286886	DUST BE-GONE, LLC	7710.66	286977
OLSON'S TOWING	1270	286887	ELDORADO NATIONAL - CALIFORNIA	455209.12	286978
OVERDRIVE	250	286888	EMERGENCY AUTOMOTIVE		
POST BOARD	45	286890	TECHNOLOGIES	147.75	286979
PRAIRIE SUPPLY	287.49	286891	EMPLOYEE ONE TIME PAY	370.5	286980
PREFERRED CONTROLS CORP	6900	286892	EMPLOYEE ONE TIME PAY	247.5	286981
PRINGLE & HERIGSTAD, P.C.	224	286893	ENERBASE	9709.45	286982
PROTECH INTEGRATIONS, LLC	44.97	286894	FACTORY MOTOR PARTS	860.62	286983
RANDI MONLEY	24.75	286873	FARSTAD OIL CO	36011.46	286984
RDO EQUIPMENT	13.23	286896	FERGUSON ENTERPRISES, INC.	3692.65	286985
RHI SUPPLY	794.66	286897	FIRE EXTINGUISHING SYSTEMS	449.6	286986
ROD'S AUTOBODY	1084	286899	FIRST INTERNATIONAL BANK & TRUST	650	286987
SANITATION PRODUCTS	24.34	286901	FLEXIBLE PIPE TOOL COMPANY	553.05	286989
SIGNS TODAY	316.7	286903	FORTERRA PIPE & PRECAST	21054.28	286990
SOURIS RIVER JOINT WATER			GAFFANEYS	149.9	286991
RESOURCE	321816.25	286905	GENERAL ONE TIME PAY	4995.69	286992
SOUTH DAKOTA CHILD SUPPORT	188.31	286906	GENERAL ONE TIME PAY	6.25	286993
SRF CONSULTING GROUP	422.34	286907	GENERAL ONE TIME PAY	50	286994
SUNDRE SAND & GRAVEL, INC.	6204.94	286908	GENERAL ONE TIME PAY	50	286995
SWANSTON EQUIPMENT	9839.04	286909	GENERAL ONE TIME PAY	6.25	286996
TAMRA SIVERTSON	25	286904	GENERAL ONE TIME PAY	70	286997
TARGET	75	286910	GENERAL ONE TIME PAY	6.25	286998
TAYLOR JENSEN	104.5	286854	GENERAL ONE TIME PAY	1519	286999
TERMINAL SUPPLY CO.	257.89	286911	GENERAL TRADING	2.3	287000
TIMMONS GROUP	27270.22	286912	GERDAU RECYCLING	31.43	287001
TITAN MACHINERY	4349.71	286913	GRAPHICS LETTERING & TRIM	180	287003
TRI-STATE NATURAL FOOD PRODUCTS			GREAT PLAINS FIRE	237.68	287004
INC	500	286916	HANSON AUTO CRUSHING & TRUCKING	2858.9	287006
TRINITY HEALTH	20	286914	INFORMATION TECHNOLOGY		
TRINITY MEDICAL GROUP	1020.75	286915	DEPARTMENT	2827.75	287007
U.S. POST OFFICE	5000	286917	JAMESTOWN COMMUNICATIONS	516	287008
UPS STORE #1423	113.25	286918	JASON WEST	387	287071
VANTAGEPOINT TRANSFER -- 10###	524.19	286919	JERRY'S REPAIR & ALIGNMENT	85	287009
VISIT MINOT	19380.32	286920	JESSE MILLER	387	287018
VISIT MINOT	31614	286921	JOHN DEERE FINANCIAL	1407.53	287002
WALMART	50	286922	LHOIST NORTH AMERICA OF MISSOURI	26786.72	287012
WARD COUNTY RECORDER	20	286923	LOAF N JUG	6.25	287013
WATER BILLING ONE TIME PAY	83.28	286924	LOWES PRINTING, INC.	50	287014
WATER BILLING ONE TIME PAY	45.07	286925	MENARDS	188.2	287015
WATER BILLING ONE TIME PAY	22.53	286926	MIDWEST TAPE	82.47	287016
WATER BILLING ONE TIME PAY	21.45	286927	MILLER LAW OFFICE, P.C.	885	287017
WATER BILLING ONE TIME PAY	192.52	286928	MINOT AUTO	979.54	287019
WATER BILLING ONE TIME PAY	50	286929	MINOT EMPLOYEE DONATIONS	763.27	287020
WATER BILLING ONE TIME PAY	26.01	286930	MINOT PARK DISTRICT	1000	287021
WATER BILLING ONE TIME PAY	15.43	286931	MINOT VETERINARY CLINIC	3210	287022
WATER BILLING ONE TIME PAY	19.96	286932	NAPA AUTO PARTS	1174.16	287023
WATER BILLING ONE TIME PAY	161.86	286933	ND CHILD SUPPORT	20	287024
WATER BILLING ONE TIME PAY	129.1	286934	ND DEPT OF TRANSPORTATION	4145.08	287025
WATER BILLING ONE TIME PAY	21.45	286935	ND E-WASTE, LLC	7469.57	287030
WATER BILLING ONE TIME PAY	43.57	286936	ND FRATERNAL ORDER OF POLICE	662.5	287026
WATER BILLING ONE TIME PAY	50	286937	NDLTAP-UGPTI/ND SU	550	287027
WATER BILLING ONE TIME PAY	15.43	286938	NEBRASKA CHILD SUPPORT PAYMENT	563.08	287028
WATER BILLING ONE TIME PAY	21.13	286939	NORTHERN TESTING	2440	287031
WATER BILLING ONE TIME PAY	13.22	286940	NORTHWEST TIRE AND RETREAD	3531.61	287032
WESTLIE TRUCK CENTER	570.01	286942	NYBAKKEN BODY SHOP	3552.8	287033
VERENDRYE ELECTRIC	59134.02	100001172	O'REILLY AUTO PARTS	20.99	287034
CATERPILLAR FINANCIAL SERVICES	125190.62	286943	ODNEY ADVERTISING	55.98	287035
MATTHEW PAPPENFUS	2984.98	286944	OVERHEAD DOOR CO. OF MINOT	314	287036
WARD COUNTY RECORDER	20	286945	PRINGLE & HERIGSTAD, P.C.	485.55	287037
WARD COUNTY RECORDER	20	286946	PROCOLLECT	1610.07	287038
WARD COUNTY RECORDER	20	286947	RAIN FOR RENT	2526.63	287039
3D SPECIALTIES, INC.	5324	286948	RALPH'S PLUMBING	283.27	287040
ACME TOOLS	230.38	286949	REFUND ONE TIME PAY	8	287042
ADVANCED ENGINEERING &			REFUND ONE TIME PAY	2	287043
ENVIRONMENTAL	12923.33	286950	REFUND ONE TIME PAY	275	287044
AMERICAN TRUCK & TRAILER, LLC	10243.16	286951	ROBBY BROWN	275	286966
AMERICAN WELDING & GAS, INC.	3403.32	286952	RODNEY BRIAN NEUHALFEN	50	287029
AMERICAN WORKING DOGS, INC.	150	286953	ROLLNRACK, LLC	1790	287045
AMERICAN WORKING DOGS, INC.	150	286954	RONDEL ROTELIUK	34.16	287046
AMERICAN WORKING DOGS, INC.	150	286955	SANDY FLAGSTAD	3.32	286988
APH/AUTO VALUE	5.99	286956	SCHAEFER SYSTEMS INTERNATIONAL	1915	287047
AT&T	181.74	286957	SCHOCKS SAFE AND LOCK SERVICE	306.49	287048
BAKKE GRINOLDS WIEDERHOLT	4360	286958	SOUTH DAKOTA CHILD SUPPORT	188.31	287049
BECHTOLD PAVING	21066.75	286959	STATE WATER COMMISSION	633775.91	287050
BLUETARP FINANCIAL, INC.	11.98	286962	STAY BRIDGE SUITES	50	287051
BORDER STATES INDUSTRIES, INC.	5519.05	286964	STUART HAMMER	275	287005
BOUND TREE MEDICAL	995.82	286965	SUNDRE SAND & GRAVEL, INC.	12432.76	287052
BRIAN BILLINGSLEY	123.2	286961	SWANSTON EQUIPMENT	5045.01	287053
CASHWISE	25	286967	TAYSON BENJAMIN	25	286960
CHARITY LEMERE	53.76	287011	TED BOLTON	750	286963
CHRISTOPHER A. CARLSON	412.25	286968	THATCHER COMPANY, INC.	10170.27	287054
CITY OF MINOT	100	286969	THERM AIR SALES CORP	775	287055
CONNOLLY & SOMERVILLE	1500	286970	U.S. POST MASTER	50	287056
CRAFT BUILDERS, INC.	4290	286971	ULTEIG	10540.75	287057
CROWN ASSET MANAGEMENT, LLC	448.91	287041	UNITED MAILING SERVICE	5413.93	287058
DACOTAH PAPER CO.	131.86	286972	UPS STORE #1423	488.19	287059
DAKOTA FLUID POWER, INC.	1284.29	286973	VANTAGEPOINT TRANSFER -- 10###	524.19	287060
DAKOTALAND AUTOGLASS	60	286974	VERIZON CONNECT NWF, INC.	440.91	287061

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VISIT MINOT	22519.47	287062	WATER BILLING ONE TIME PAY	6.01	287069
WATER BILLING ONE TIME PAY	23.7	287063	WEB FUNNEL EXPRESS	6355	287070
WATER BILLING ONE TIME PAY	9.84	287064	WESTLIE FORD	381.26	287072
WATER BILLING ONE TIME PAY	5.76	287065	WESTLIE TRUCK CENTER	179.26	287073
WATER BILLING ONE TIME PAY	24.98	287066	WORKFORCE SAFETY & INSURANCE	250	287074
WATER BILLING ONE TIME PAY	51.81	287067	TOTAL	3,283,533.62	
WATER BILLING ONE TIME PAY	10.22	287068			

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5608 - AMEND THE 2021 ANNUAL BUDGET- BUS VIDEO SURVEILLANCE EQUIPMENT – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5608 on second reading amending the 2021 annual budget to increase the Public Transportation IT repair and maintenance agreements expenditures for the license fees on the City bus Wi-Fi cellular routers. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5608 on second reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5609 – AMEND THE 2021 ANNUAL BUDGET- DOWNTOWN PLANNING SERVICES STUDY – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5609 on second reading to amend the 2021 budget to increase planning revenues and expenditures for the Partners in Planning grant. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5609 on second reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5610 - 2021 STREET IMPROVEMENT – 31ST AVENUE NW SPEED REDUCTION (4550) – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5610 on second reading adding to the list of traffic restrictions provided in Section 20-2 of the City of Minot Code of Ordinances to reduce the posted speed limit at 31st Avenue SW between 16th Street SW and S Broadway from 35-mph to 30-mph. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5610 on second reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **BROADWAY VIADUCT REPLACEMENT FINAL MEMO (3979) – APPROVED**

Alderwoman Olson moved the City Council approve final payment be made to the NDDOT in the amount of \$313,144.02 for the Broadway Viaduct Replacement project and authorize the Mayor to sign the certification of local match.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5614 - 16TH ST SW & 37th AVE SW MILL & OVERLAY BUDGET AMENDMENT (4592) – FIRST READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5614 on first reading amending the 2021 annual budget to increase the Street department capital infrastructure expenditures for additional engineering expenses in 2021 for the 16th St and 37th Ave SW mill and overlay which will be funded with capital infrastructure reserves. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5614 on first reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

## **June 7, 2021 Regular City Council Meeting**

### **RURAL COMMUNITY GRANT FUND – APPLICATION FOR POLICE BIKES – APPROVED**

Alderman Olson moved the City Council approve the application to the Rural Community Grant Fund for the purchase of two Specialized Police Bikes; and, if awarded, allow the Mayor or Chief of Police to sign the award acceptance documents and purchase the bikes.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **2021 NUISANCE ABATEMENT - AWARD BID (4601) – APPROVED**

Alderman Olson moved the City Council award the bid for the 2021 Nuisance Abatement Project to the low bidder, DL Barkie Construction, Inc., in the amount of \$39,235.00 and authorize the Mayor to sign the Agreement.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ANNUAL GAMING SITE AUTHORIZATION- MSU ALUMNI ASSOCIATION – APPROVED**

Alderman Olson moved the City Council approve the gaming site authorization for MSU Alumni Association to conduct electronic pull tabs, poker and calcuttas at The Grand International Inn during the license year of July 1, 2021 through June 30, 2022.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ENCROACHMENT PERMIT - 900 21ST AVE SE - STNL MINOT, LLC – APPROVED**

Alderman Olson moved the City Council approve the Right of Way Encroachment Agreement Application submitted by STNL Minot, LLC for the installation of private storm sewer to tie into a City catch basin at 900 21st Avenue SE.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **GALUSHA RANCH PLAT AGREEMENT AMENDMENT 1 (4353 & 4612) – APPROVED**

Alderman Olson moved the City Council approve Amendment 1 to the Galusha Ranch Addition Plat Agreement and authorize the Mayor to sign the amendment.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **TIDAL WAVE AUTO SPA - NDDOT PERMIT (4588) – APPROVED**

Alderman Olson moved the City Council authorize the City of Minot to sponsor the on-site storm water collection system that will discharge into the South Broadway/US Highway 83 ditch, be designated as the permittee and authorize the Mayor to sign the permit. Also, the City Council require that Tidal Wave Auto Spa provide a performance and payment bond for the full amount of the improvements within the right of way.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ENCROACHMENT PERMIT - 1ST STREET AKSAL PARKLET – APPROVED**

Alderman Jantzer moved the City Council approve the Right of Way Encroachment Permit Application submitted by Aksal Group, LLC for the installation of a parklet/streatery at their building at 3 1st Street SE. Motion seconded by Alderman Pitner.

## June 7, 2021 Regular City Council Meeting

Alderman Ross asked if parklet/streeterly approvals are required to come to Council for individual approval or if staff could approve them administratively.

Jonathan Rosenthal explained that the parklet/streeterly program is a hybrid which involves a building permit and outdoor dining permit, which are approved administratively but also an encroachment, which requires Council approval.

City Engineer, Lance Meyer, confirmed that according to Chapter 28 of the City Ordinance, staff doesn't have the ability to approve encroachments without Council approval. He said, however, the chapter is being revised to include that sort of authority in the policy.

Whereupon a vote was taken on the above motion by Alderman Jantzer, seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **RENAISSANCE ZONE FINAL APPROVAL, PROJECT M-94 – APPROVED**

Alderman Pitner moved the City Council grant final approval to Renaissance Zone Project #M-94 filed by Creedence Properties III, LLC, represented by Kevin Black, for a five-year property tax exemption, including improvements and land, on property located at 21 East Central Avenue (Addition East, Lots 19 and 20, Block 19).

Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5615 - AMENDING SECTION 9-6 IN CHAPTER 9 OF THE CITY OF MINOT CODE OF ORDINANCES – FIRST READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5615 on first reading amending Chapter 9-6 of the City of Minot Code of Ordinances as it relates to fuel-fired appliances and future installations. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Evans asked if the ordinance amendment is in line with other communities or if it was in response to a problem.

Gage DeGroot, from the Inspections Department, stated, there have been situations where a contractor attempts to install a unit during winter and they encounter issues trying to set up ventilation. This will resolve some of those issues.

Mayor Sipma asked if there would be additional costs associated with the changes.

Mr. DeGroot said, there might be minor impact to the contractor installing ventilation but in the long run should be a little cheaper.

Alderwoman Olson moved the City Council pass ordinance no. 5615 on first reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5616 – AMENDING CMCO CRAFTSMEN LICENSE FEES – FIRST READING – APPROVED**

Alderman Pitner moved the City Council place ordinance no. 5616 on first reading amending language in the City of Minot Code of Ordinances to allow the City Council to set the Craftsmen fees by resolution and rescinds language in the Code of Ordinances allowing Gas Fitters and HVAC Installers to apply for temporary work permits. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5616 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **RESOLUTION NO. 3718 - SETTING CRAFTSMAN LICENSE FEES – CONTINGENT APPROVAL**

Alderman Pitner moved the City Council adopt resolution no. 3718 setting Craftsman license fees, upon approval of the second reading of ordinance no. 5616.

## June 7, 2021 Regular City Council Meeting

Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5617 - BUDGET AMENDMENT- CITY ECONOMIC DEVELOPMENT ACTIVITIES – FIRST READING – APPROVED**

Alderman Pitner moved the City Council place ordinance no. 5617 on first reading amending the 2021 annual budget to increase the sales tax first penny economic development community contributions for City economic development activities using cash reserves. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Pitner shared his thoughts on the matter. He said, he had been meeting with staff and local businesses and have discussed that they need to start working the plans that are in place. He listed all of the preparation and studies that have been conducted and said the funds need to be appropriated to act on those plans. One of the first projects to move forward will renovate Main Street using a private/public partnership through the façade improvement project. These types of investments will pay off in the future by attracting and retaining people in the community. He then reminded that sales tax collections can only be used in three ways; flood protection, MAGIC Fund, and economic development. He encouraged the Council to support the use of these funds to enhance economic development in Minot.

Alderwoman Evans stated, the program is a great start but is not an end-all for economic development. Other projects include downtown investments, the ND Port, and improving retail development.

Alderman Ross asked the Economic Development Administrator how he envisions the program rolling out. Mr. Rosenthal said, the policy hasn't been finalized yet, but he envisions individual applications for review by staff for a forgivable loan program. A forgivable loan offers continual accountability for participants. He further explained that the Renaissance Zone Review Board would consider each of the applications and appeals would go to the City Council. Mr. Rosenthal described other potential projects to improve and occupy the upper floors of many downtown buildings which would yield new property tax revenue. He said, this economic development funding can be spent on a variety of projects to build the tools needed to increase development and provide matching funds for grants. He also said, the hospital is conducting a re-use study to help determine possible uses for the future vacant buildings downtown. This budget amendment provides flexibility for them to get to work now.

Alderman Ross asked why the façade program doesn't fit into Renaissance Zone projects to which Mr. Rosenthal responded by saying, a number of buildings have dealt with it but did not encompass everything. Buildings can only apply for as a Renaissance project once, so for example, a building that underwent improvements 20 years ago, cannot apply again.

Alderwoman Evans asked about the leakage study.

The City Manager said, he spoke about the need for retail recruitment during the Economic Development presentation at the special Council meeting. Minot should have a presence at conferences, and should study spending data and demographics to find opportunities to increase retail sales locally. He is working on a Request for Qualifications to select a consultant who has the data and the relationships to gain access to retailers at these conferences and provide the data they need to determine whether Minot is a good fit for them. He clarified, however, the funding is not used as an incentive or a kickback for companies.

Alderman Ross commented that he would support the motion although he doesn't see downtown struggling as much as everyone thinks. From his perspective, a façade improvement is like a facelift and a facelift is an elective procedure. He said that after meeting with departments about their budgetary needs over the last couple weeks, he believes there are much more beneficial ways to spend money.

Mayor Sipma stated, there is a lot going on downtown however, Trinity's relocation will have a huge impact. He said they need a plan to mitigate the effects of that loss to avoid another situation like the vacant "Big M" building. He also brought up the Community Facilities funding that granted millions to organizations to make improvements, and said maybe that fund could be reinstated in some way.

Alderman Pitner reminded that the sales tax dollars were allocated in 2018 and cannot be used towards other department needs. The ordinance requires the funding be used for Flood Control, MAGIC Fund or Economic Development. A facelift of a building improves the resale value and has long-range potential for a return on the investment.

## June 7, 2021 Regular City Council Meeting

Alderman Pitner moved the City Council pass ordinance no. 5617 on first reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### PERSONAL APPEARANCES

None

### MISCELLANEOUS & DISCUSSION

Alderman Jantzer reminded Council of the Liaison meeting on Wednesday.

At the request of the Mayor, Mr. Stewart provided some information about the Council Strategic Planning Retreat Friday and Saturday. He said, the facilitator and a team of experts will lead discussion and team building activities to define roles within the organization. There will be visioning and strategic planning exercises to help move to a new level of cooperation. The retreat will take place at the Parker Building downtown and is an open public meeting.

Mayor Sipma stated, ten years ago, Josh Duhamel helped diligently with the flood fighting efforts. The Mayor is hoping to receive confirmation soon of his arrival for the anniversary event.

### ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Ross and carried unanimously. Meeting adjourned at 6:45 pm.

ATTEST: \_\_\_\_\_  
Kelly Matalka, City Clerk

APPROVED: \_\_\_\_\_  
Shaun Sipma, Mayor