

## October 7, 2019 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – OCTOBER 7, 2019 AT 5:30 P.M.

### ROLL CALL

#### Members Present:

Jantzer (via phone), Olson, Pitner, Podrygula, Sipma, Straight (via phone), Wolsky

#### Members Absent:

None

### PLEDGE OF ALLEGIANCE

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

### MAYOR'S REPORT

Mayor Sipma described some of his meetings and activities over the past month.

Sept 4 – CTE Committee Meeting  
Sept 4 – City Hall Committee Meeting  
Sept 5 – Military Affairs Committee Meeting  
Sept 9 – Zombie Home Acquisition Closing  
Sept 9 – Trinity Health Foundation Focus Group  
Sept 11 – North Plains Elementary 2nd Grade Presentation  
Sept 12 – MADC Board Meeting  
Sept 12– Presented at MSU Futurepalooza  
Sept 12 – Economic Development Specialist Recruitment  
Sept 12 – Attended Herbiology Open House  
Sept 13 – Meeting with First District Health Unit  
Sept 13 – Minot Central Campus – Real Word Class Presentation  
Sept 16 – Ward County Weed Board Meeting  
Sept 16 – City Council Meeting  
Sept 17 – John Hoeven Elementary 2nd Grade Presentation  
Sept 17 – Minot Youth Robotics Team Program  
Sept 18– Army Corps of Engineers Col. Jensen (St. Paul District) Flood Control Discussion & Tour  
Sept 19 & 20 - ND League of Cities Conference in Bismarck  
Sept 22 – Norwegian Delegation Welcome Dinner  
Sept 23 – Special City Council Meeting  
Sept 23 – Mayor's Hostfest Social & Dinner (Norwegian Delegation)  
Sept 24– Joint Service Club Lunch (Hostfest)  
Sept 24 – Sister City (Skien, Norway) Business Mtg  
Sept 24 – Hostfest Governor's Reception  
Sept 24 – Hostfest Hall of Fame Banquet  
Sept 25 – Sunnyside Elementary 2nd Grade Student Presentation  
Sept 26 – MADC Board Meeting  
Sept 26 – Interview with Prairie Public Radio  
Sept 26 – Sister City (Skien, Norway) Business MeetingContinued  
Sept 27 – Presentation to Clint Romesha, Congressional Medal of Honor Recipient Mortgage Free Home  
Sept 30 – IEDC Steering Committee Meeting  
Sept 30 – MADC Board Meeting  
Sept 30 – Sertoma 60th Anniversary Dinner & Social  
October 3 – Minot Y's Men's Rodeo Showcase Business After Hours Social

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

### APPOINTMENTS & REAPPOINTMENTS – APPROVED

Alderman Olson moved the City Council approve the following Mayoral appointments:

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### Heating and Air Conditioning Board

Floyd Hanson reappointed with a term to expire June 2021.  
Martin Wolf reappointed with a term to expire June 2021.

### MAGIC Fund Committee

Jarid Lundeen reappointed with a term to expire July 2022.

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

### **CITY MANAGER REPORT**

The City Manager Report was delayed due to technical difficulties.

Wolsky mentioned that he wanted to bring up an issue during the City Manager Report. He said, the community is on alert for flooding so he wants the City to stay in front of how we anticipate responding to a flood emergency should one arise. He emailed the Council a Flood Management Plan from Fargo's website as an example the City of Minot should follow. He said, Minot has a very similar plan but he would like to see more publicity around it and have it more easily accessible on the website.

### **ATTORNEY REPORT**

The City Attorney provided a written report.

### **SUBDIVISION OF OUTLOT 22 AND OUTLOT 23 IN SECTION 34-155-82W – APPROVED**

Alderman Wolsky moved the City Council approve a request by Bradley Weber, Owner, to subdivide unplatted portions of the SE1/4NE1/4SE1/4 of Section 34-155-82W to create outlot plats for proposed Outlots 22 and 23. This property is located at 3120 72<sup>nd</sup> Street SE.

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

### **RESOLUTION NO. 3636 - LAVIOLETTE ADDITION, LOTS 1 & 3- CUP OUTDOOR STORAGE – APPROVED**

Alderman Wolsky moved the City Council adopt resolution no. 3636 for a Conditional Use Permit (CUP) for indoor self-service storage and outdoor storage of RVs, boats, automobiles, and related recreational vehicles/items on property zoned M1 (Light Industrial District) located at 3100 County Road 19S.

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

### **PUBLIC HEARING: ORDINANCE NO. 5420 - REZONE MCHENRY ADDITION, LOT 1 – FIRST READING – APPROVED**

The City Council held a public hearing to consider a request by FMI, Inc. to pass an ordinance to rezone a portion of Outlot 7 in Section 14-155-83 from R3B (Multiple Residential Medium Density) to C2 (General Commercial District). This property is located at 304 4<sup>th</sup> Avenue NW.

Chad Thompson, of 525 Hilltop Street NW, came forward in favor of the zone change. He said, they plan to develop the corner into a commercial property, multi-tenant building around 6,500-7,000 square feet.

Alderman Olson moved the City Council close the public hearing and place ordinance no. 5420 on first reading to rezone a portion of Outlot 7 in Section 14-155-83 from R3B (Multiple Residential Medium Density) to C2 (General Commercial District). Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5420 on first reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Olson, Pitner, Podrygula, Sipma, Wolsky; nays: none.

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### **SUBDIVISION OF MCHENRY ADDITION, LOT 1 – APPROVED**

Alderman Olson moved the City Council approve a request by FMI, Inc., to subdivide Lot 1, Boyce's Addition, together with a portion of Outlot 7 in Section 14-155-83 to create McHenry Addition, Lot 1. This property is located at 304 4th Avenue NW.

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

### **PUBLIC HEARING: ORDINANCE NO. 5421 - EASTSIDE ESTATES, LOT 7, BLOCK 2 – FIRST READING – APPROVED**

The City Council held a public hearing to consider a request by Eugene Kraft to pass an ordinance for a zone change from R1 (Single-Family Residential District) to MH (Manufactured Home District) to locate a manufactured home on property located at 3465 47th Street, SE. The Planning Commission recommends that the City Council deny the application.

Al Fisher, of 3235 48<sup>th</sup> Street SE, came forward in support of the zone change. He said, in 1977, the planned development consisted of stick-built homes but at some point, the zoning allowed manufactured homes. Many of the homes in the area are manufactured, similar to what Gene Kraft wants to place but now he is not allowed. Mr. Fisher said he does not understand the logic behind denying manufactured homes now.

Gary Kramlich, a former realtor, spoke in support of the zone change. He explained that when the subdivision was created, it was difficult to sell the lots without allowing MH zoning. He believes the entire area should permit manufactured homes and he requested the City Council approve the zone change. He said, it would increase the value of vacant lots without affecting the value of properties with stick-built homes.

William Erdman said, he owns 14 lots in Eastside Estates, 10 of which have been sold and now have manufactured homes placed on them. He would not object to a manufactured home on the proposed lot.

Michael Power, of 3450 47<sup>th</sup> Street SE, said he lives in a manufactured home that was placed on his mother's lot in January and supports the zone change for Mr. Kraft.

Paul Wilkins, 124 Bluejay Avenue, Bismarck, spoke on behalf of the applicant, his father in law. He said he is grateful to the neighbors speaking in favor of the zone change and requests approval from the Council. He provided a map of Eastside Estates, identifying 50 lots with manufactured homes and about 20 single family homes. He said, his in laws are in desperate need of a single level home if they wish to stay there and this is how they can accomplish that.

Pete Hoffart, 3410 47<sup>th</sup> Street SE, said he has been a resident for 26 years. He stated, Mr. Kraft has enhanced the community with every project he does and is supportive of the zone change.

At the request of Mayor Sipma, Mr. Lang gave a summary of the Planning Department's findings. He said, the current ordinance does not allow manufactured homes in R1 zoning. At one time, they were allowed but currently are not. In 1962, the area was under the jurisdiction of the County which permitted manufactured homes in R3, single-family zoning. In about 1975, it was included in the ETA under City jurisdiction and was classified single-family zoning under the City Code which does not allow manufactured homes. Several homes were allowed by Special Use Permit or after the flood. The recent addition of a manufactured home was permitted under Chapter 25 of the Zoning Ordinance under non-conforming uses. As long as the old unit which was a legal non-conforming use, was moved out, a new one can replace it. There is a history of a mixture of uses but for staff to make a recommendation, the Comprehensive Plan is usually used as a reference. This area is not addressed in the Comprehensive Plan however so there is no recommendation for a highest and best use for this area. The neighbors seem to be supportive; a petition was included in the Council's information.

Mayor Sipma asked about restrictions for construction in the newly revised flood plain, to which Mr. Lang said, if anything is moved in, it will have to comply with the new rules whether it is stick built or a manufactured home.

Alderman Wolsky asked about the use of spot zoning and whether it is an issue in this case. Mr. Lang replied by saying, spot zoning is not necessarily illegal but the argument is that it would be treating a single parcel differently than the area around it and is not in conformance with the Comprehensive Plan. In this case, there is no reference in the Comprehensive Plan and there are quite a few lots with manufactured homes. One option that was discussed with the applicant, was to talk with others

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who have manufactured homes and see if they wanted to be included on the application for rezoning as well. Since Mr. Wilkins lives in Bismarck, he decided not to do it.

Mr. Fisher added, there are very few lots left for development and it's not likely stick built homes will be constructed.

Alderman Wolsky moved the City Council close the public hearing and place and pass ordinance no. 5421 on first reading to change the zone from R1 (Single-Family Residential District) to MH (Manufactured Home District) to locate a manufactured home on Eastside Estates, Lot 7, Block 2. Motion seconded by Alderman Olson.

Alderman Podrygula stated, he drove around the area and did not see anything that would change or negatively affect the character of the neighborhood with this zone change.

Alderman Wolsky added, if this was a request for a variance, the logic could be used that it is "property right enjoyed by others." He said, the overwhelming support from the neighborhood leads him to the conclusion it should be approved.

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

### **APPROVAL OF THE MINUTES – APPROVED**

Alderman Olson moved the City Council approve the minutes of the September 16, 2019 regular City Council meeting and the September 23, 2019 special City Council meeting.

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

### **APPROVAL OF BILLS & TRANSFERS – APPROVED**

Alderman Olson moved the City Council approve the bills and transfers as listed for September in the amount of \$8,035,384.43.

AAAAE	275.00	AMERITAS LIFE INSURANCE CORP	2313.82
278782		278790	
AAAAE-GREAT LAKES CHAPTER	650.00	ANDERSON, JANET	119.96
1001122		278944	
ACKERMAN ESTVOLD	30572.38	ANDERSON, PHILIP	16.50
278783		278791	
ACME RENTS	141.00	ARAMARK	638.45
1001123		1001133	
ACME TOOLS	1860.45	ARROWHEAD ACE HARDWARE	140.54
278784		1001134	
ACME TOOLS	612.40	ASHAM, CARMEN	264.00
278954		278959	
ACME TOOLS	3109.84	ASTECH	904817.07
1001124		278792	
ACUITYBRANDS	169.04	AT&T	3709.90
278785		1001136	
ADOBE SYSTEMS INC.	223.36	ATTIC, THE	16.48
1001125		1001137	
ADVANCED BUSINESS METHODS	275.92	BADLANDS RESTAURANTS	1140.00
278786		279135	
ADVENTURE DIVERS	2442.00	BAKER & TAYLOR BOOKS	6442.64
278955		1001139	
AHMANN, JENNIFER	155.00	BAKER TILLY VIRCHOW KRAUSE, LLP	7950.00
278956		278961	
AICPA	285.00	BAKKE GRINOLDS WIEDERHOLT	1322.80
1001126		278962	
ALERT-ALL CORPORATION	4170.00	BALCO UNIFORM COMPANY, INC.	9696.30
1001127		278963	
ALL AMERICA CITY GLASS	381.00	BATTERIES PLUS BULBS #639	232.85
1001128		278964	
AMAZON.COM	4387.25	BATTERIES PLUS BULBS #639	28.95
1001131		1001140	
AMAZON/GECRB	1644.71	BAUER, KATHERINE	55.68
278788		278793	
AMERICAN WELDING & GAS, INC.	169.80	BCBS	40.00
278789		278794	
AMERICAN WELDING & GAS, INC.	4751.04	BDS LAUNDRY SYSTEMS	9874.00
278957		1001141	
AMERICAN WELDING & GAS, INC.	653.88	BEAN, EILEEN	21.92
1001132		278795	
AMERIPRIDE	153.28	BECHTOLD PAVING	137942.62
278958		278796	

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BECHTOLD PAVING	24681.75	278965	FIRST DISTRICT HEALTH UNIT	8333.34	278844
BEST BUY BUSINESS ADVANTAGE ACCOUNT	159.98	1001142	FIRST DISTRICT HEALTH UNIT	347.76	279012
BISHOP RYAN HIGH SCHOOL	25.00	278797	FIRST INTERNATIONAL BANK & TRUST	1080.00	279138
BLUETARP FINANCIAL, INC	37.36	278799	FLAGSTAD, SANDY	10.00	279013
BLUETARP FINANCIAL, INC	459.07	1001143	FLANAGAN, MITCHELL	55.00	279014
BOOT BARN INC	23.96	1001144	FLANAGAN, MITCHELL	126.50	279139
BORDER STATES INDUSTRIES INC	198.99	278800	FLEETMIND SOLUTIONS INC	1987.50	279015
BORDER STATES INDUSTRIES INC	259.58	278966	FLEETMIND SOLUTIONS INC	4.62	1001175
BORDER STATES INDUSTRIES INC	88.15	1001145	FLEXIBLE PIPE TOOL COMPANY	1001.60	278845
BOUND TREE MEDICAL	1973.22	1001146	FORTERRA PIPE & PRECAST	1741.60	279016
BRAATEN, KEVIN	352.60	278967	FRED PRYOR SEMINARS	199.00	1001176
BREVIK, DAX	32.95	278968	FRENCH, JOHN	126.50	278846
BROCK WHITE CO LLC	130.88	1001147	FROEHLICH, JORDAN	45.50	279018
BUNK, MATTHEW	44.00	278801	FRONTIER PRECISION	204.00	1001177
BUNK, MATTHEW	2808.00	278969	G & P COMMERCIAL SALES	62.68	279019
BURGESS, JUSTIN	39.85	279136	G & P COMMERCIAL SALES	971.21	1001178
BURNS, PAUL	44.00	279137	GAFFANEYS	22.95	278847
BUTLER MACHINERY CO.	796.21	278802	GAFFANEYS	98.12	279020
BUTLER MACHINERY CO.	2383.02	1001148	GAFFANEYS	36.00	1001179
C&C PLUMBING AND HEATING	46.33	1001149	GALE	180.68	278848
CANAD INNS	338.40	1001150	GALE	1153.79	279021
CARASOFT TECHNOLOGY CORPORATION	24874.91	278970	GENERAL EQUIPMENT	40.98	1001180
CARSWELL, PAMELA	59.99	278804	GENERAL TRADING	145.73	278849
CDW GOVERNMENT INC	18.54	278971	GENERAL TRADING	418.23	279022
CDW GOVERNMENT INC	768.43	1001151	GENERAL TRADING	153.08	1001181
CENTRAL MACHINING&PUMP REPAIR	625.61	278805	GEOLOGIC COMPUTER SYSTEMS	2957.50	278850
CENTRAL TRENCHING INC	665.10	278972	GERDAU RECYCLING	466.39	278851
CITIES AREA TRANSIT	3649.80	278806	GERDAU RECYCLING	331.54	279023
CITY OF MAX	3000.00	278807	GERDAU RECYCLING	1033.38	1001182
CITY OF MINOT	203.00	278973	GFOA	375.00	1001183
COLONIAL LIFE PREMIUM PROCESSING	2695.98	278809	GILLIG LLC	272.00	278852
COMMUNITY AMBULANCE SERVICE	54.00	278810	GILLISS, SHANE	16.50	278853
COMPUTER STORE	169.99	1001152	GLASS DOCTOR	54.95	279024
CORE & MAIN	2985.24	1001153	GOETTLE, SHANE C	3500.00	278854
CORRPRO COMPANIES	670.00	278975	GOLDSTAR PRODUCTS INC	534.00	1001184
CORY, KEVIN	189.89	278976	GRAINGER	3084.85	1001185
CPS, LTD	14216.25	278977	GRAND FORKS FIRE EQUIPMENT	370.57	1001186
CRAFT BUILDERS, INC	159991.00	278811	GRAND HOTEL	10.00	279026
CROSS COUNTRY DELIVERY	88.20	278978	GRANITE SPRINGS CO.	76.00	1001187
CULLIGAN WATER CONDITIONING	114.00	278812	GRAVEL PRODUCTS, INC.	6945.19	278855
DACOTAH PAPER CO.	118.05	278813	GRAVEL PRODUCTS, INC.	2124.16	1001188
DACOTAH PAPER CO.	1289.84	278979	GRAYBAR	69.90	1001189
DACOTAH PAPER CO.	42.32	1001154	GREAT PLAINS FIRE	11998.00	279027
DAIFUKU LOGAN TELEFLEX	250.00	1001155	HALE, KELLY	15.00	279028
DAKOTA AGRONOMY PARTNERS, LLC	200.00	1001156	HARLEYS	13.98	278856
DAKOTA FIRE EXTINGUISHER	133.96	278980	HAWKINS, INC	5845.20	279029
DAKOTA FIRE EXTINGUISHER	3144.80	1001157	HEARTSMART	5985.00	278857
DAKOTA FLUID POWER, INC	249.07	278814	HEIZELMAN, GRANT	62.00	279030
DAKOTA FLUID POWER, INC	31.89	1001158	HENDERSHOT, KELLY	89.99	278858
DAKOTA OUTERWEAR CO.	533.50	1001159	HERC-U-LIFT INC MINOT	.00	278859
DAKOTA SUPPLY GROUP	210.68	1001160	HOME DEPOT CREDIT SERVICES	137.81	1001190
DAKOTA TRUCK & FARM	677.38	278815	HOME OF ECONOMY	1.39	278860
DAKOTA TRUCK & FARM	5863.07	278981	HOME OF ECONOMY	397.82	1001191
DAVIDSON CONSTRUCTION	14750.00	278817	HORINKA, BRIAN	300.00	279031
DAVIS, LAURIE	795.00	278982	HOUSTON ENGINEERING, INC	46510.34	278861
DELL MARKETING L.P.	8399.00	278818	HUDSON, KASEY	10.00	279032
DELTA AIR LINES	2555.00	1001162	HYDRO KLEAN	40859.50	278862
DELTA DENTAL OF MINNESOTA	16186.38	278819	I/O SOLUTIONS, LLC	1948.00	1001192
DIG IT UP BACKHOE SERVICE	213538.95	278821	IAAI	400.00	1001193
DIRECTV	262.97	1001163	IMSA	40.00	1001194
DOLAN CONSULTING GROUP	95.00	1001164	INDEPENDENCE INC.	150.00	278863
DOMESTIC VIOLENCE CRISIS CENTE	1676.88	278983	INFORMATION TECHNOLOGY DEPARTMENT	2383.36	279035
DORSEY & WHITNEY	11226.85	278822	INNOVATIVE OFFICE SOLUTIONS LLC	37.21	1001195
DYNAMIC SAWING & CORING, LLC	612.00	278823	INTERNATIONAL ECONOMIC DEVEL COUNCI	775.00	1001196
ECOLAB	122.24	278824	INTERNATIONAL MUNICIPAL LAWYERS AS	615.00	1001197
ECOLAB	524.88	278984	INTERSTATE BATTERY SYSTEM	852.65	279036
ELDORADO NATIONAL - CALIFORNIA	853.36	278825	IPMA-HR	448.40	1001198
ELEMENT - FARGO	311.61	1001165	JAMESTOWN COMMUNICATIONS	870.00	279037
EMERGENCY APPARATUS MAINTENANCE	461.50	1001166	JERRY'S REPAIR & ALIGNMENT	170.00	278864
EMERGENCY AUTOMOTIVE TECHNOLOGIES	4123.80	278826	JERRY'S REPAIR & ALIGNMENT	85.00	279038
EMERGENCY AUTOMOTIVE TECHNOLOGIES	1941.39	278985	JONASSON, DAN	352.60	279040
ENERBASE	3419.43	278838	K MART	525.16	1001199
ENERBASE	35263.12	279003	KADRMAS, LEE & JACKSON (BISMARCK)	10591.51	278865
ENERBASE	131.33	1001167	KALIX	15.91	1001200
ENVIRONMENTAL TOXICITY CONTROL INC	900.00	279004	KARL'S TV & APPLIANCE	1253.90	1001201
EVIDENT, INC	170.62	1001168	KELLER PAVING AND LANDSCAPING	449321.15	278866
EXPLORER POST #9472	100.00	278839	KELLER PAVING AND LANDSCAPING	7712.00	279141
EXPRESSWAY SUITES	169.20	1001169	KIWANIS CLUB OF MINOT	125.00	278867
FACTORY MOTOR PARTS	614.28	278840	KNATTERUD, DENA	31.36	278868
FACTORY MOTOR PARTS	790.25	279007	KYLE'S KATERING	293.14	279042
FACTORY MOTOR PARTS	640.00	1001170	LACKEY, SHANNON	44.00	278869
FARSTAD OIL CO	3915.00	278841	LANDRUM AND BROWN, INC	2000.00	279043
FARSTAD OIL CO	1872.60	279008	LAVERDURE, SHANE	109.00	278870
FASTENAL COMPANY	12.37	278842	LAVERDURE, SHANE	.00	279044
FASTENAL COMPANY	13.29	279009	LAVERDURE, SHANE	100.00	279142
FASTENAL COMPANY	218.63	1001171	LAWSON PRODUCTS, INC.	340.80	1001202
FBI-NAA NORTHWEST CHAPTER	105.00	1001172	LEXISNEXIS MATTHEW BENDER	80.10	279045
FEDERAL EXPRESS	79.14	1001173	LEXISNEXIS MATTHEW BENDER	23.94	1001203
FEDERAL RESOURCES	15850.00	279010	LHOIST NORTH AMERICA OF MISSOURI	26378.70	278872
FERGUSON WATERWORKS #2516	8536.91	1001174	LHOIST NORTH AMERICA OF MISSOURI	10679.82	279046
FIDELITY SECURITY LIFE	2741.62	278843	LOAF N JUG	5.97	279143
FIRE EQUIPMENT CO.	920.00	279011	LOWES PRINTING, INC.	320.70	279047

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LOWES PRINTING, INC.	473.50	1001204	NORTHWEST TIRE AND RETREAD	12874.03	279084
LTP	25609.50	278873	NOVA FIRE PROTECTION CO.	1145.00	1001241
M & S SHEET METAL, INC.	218.40	279048	O'DAY EQUIP. INC.	207.30	279085
M&T FIRE AND SAFETY INC	951.00	1001205	OCLC	1359.48	1001242
MACQUEEN EMERGENCY GROU	115.05	1001206	OFFICE DEPOT	1832.91	1001244
MADC	27375.00	278874	OK AUTOMOTIVE	16.65	279086
MAGIC CITY GARAGE DOOR COMPANY	117.50	1001207	OK AUTOMOTIVE	132.62	1001245
MAIN ELECTRIC CONSTRUCTION	10405.36	278875	OLSON'S TOWING	2982.00	279088
MAIN ELECTRIC CONSTRUCTION	38591.06	279050	OVERHEAD DOOR CO. OF MINOT	1366.30	1001246
MARCO, INC	232.54	278876	PARK CONSTRUCTION	359892.51	279089
MARCO, INC	371.50	278877	PARSONS ELECTRIC LLC	2854.07	278904
MARKETPLACE FOODS	11.89	1001208	PEREZ JR., ISRAEL	150.00	279091
MARQUEZ, GABRIELLA MARIE	100.00	279051	PETCO	166.42	1001247
MARSH PROPERTIES LLC	3369.50	279052	PIERSON, CAITLYN	6000.00	278803
MARTELL, JUNE	500.00	279053	POST CONSTRUCTION COMPANY	344154.86	278905
MARTISEN, DELLA & OLIVIA CHRISTMAS	10.00	279145	POSTMEDIA PAYMENT CENTRE	918.40	279151
MATERIAL TESTING	3024.50	278878	POWER PROCESS EQUIPMENT	367.05	1001248
MATERIAL TESTING	8122.50	279054	PRAIRIE SUPPLY	83.50	278906
MATERIAL TESTING	153.00	1001209	PRAIRIE SUPPLY	120.00	279092
MENARDS	38.95	278880	PRAIRIE SUPPLY	66.50	1001249
MENARDS	11.59	279055	PREFERRED CONTROLS CORP	460.64	278907
MENARDS	4989.82	1001214	PRINGLE & HERIGSTAD, P.C.	1805.95	278908
MEYER, LANCE	360.29	279056	PRINGLE & HERIGSTAD, P.C.	532.00	279093
MICKELSON, TODD	16.80	278881	PROCOLLECT	958.99	279094
MICROSOFT CORPORATION	1688.00	1001215	PROTECH INTEGRATIONS LLC	44.97	278909
MINOT AUTO	1154.80	278885	PROVIDENT LIFE & ACC INS CO	538.92	278910
MINOT AUTO	2679.98	279061	RAILROAD MANAGEMENT COMPANY	235.41	279095
MINOT AUTO	83.40	1001216	RANDASH, BRIAN	11.00	279096
MINOT AUTOMOTIVE CENTER	12.79	278886	RAZOR TRACKING INC	287.00	278911
MINOT AUTOMOTIVE CENTER	77.39	279062	RDO EQUIPMENT	704.21	278912
MINOT CHAMBER OF COMMERCE	150.00	1001217	RDO EQUIPMENT	1003.92	279097
MINOT CITY AUDITOR	13.00	279063	RDO EQUIPMENT	430.93	1001250
MINOT COMMISSION ON AGING	7083.34	278887	REALTIME TRANSLATIONS, INC	65.00	279152
MINOT CONVENTION&VISITORS BUR.	40342.32	278946	RECORDED BOOKS	62.20	1001251
MINOT CONVENTION&VISITORS BUR.	21540.00	279146	REDDING, SCOTT	6.99	278913
MINOT DAILY NEWS	1144.56	278888	REGENT BOOK COMPANY	57.53	278914
MINOT DAILY NEWS	394.37	279064	REPUBLIC PARKING SYSTEM	27187.03	279098
MINOT ELECTRIC	556.79	1001218	REPUBLIC PARKING SYSTEM	38.00	1001252
MINOT EMPLOYEE DONATIONS	1347.18	279147	RHI SUPPLY	151.65	1001253
MINOT LUMBER	85.73	1001219	ROBISON, CARI	250.00	278915
MINOT PARK DISTRICT	1000000.00	279065	ROCKY MOUNTAIN SNOW GUARDS INC	127.34	1001254
MINOT PAVING	975.00	279066	ROTELIUK, RONDEL	51.04	278916
MINOT VETERINARY CLINIC	3633.00	1001220	RYAN GMC	158.96	278917
MINOT WELDING COMPANY	4350.31	1001221	SANDUSKY, CAISEE	384.58	278918
MISC P CARD VENDOR	15826.05	1001230	SANITATION PRODUCTS	2345.82	278919
MISCELLANEOUS A/R	50.00	278798	SANITATION PRODUCTS	1094.78	279099
MISCELLANEOUS A/R	100.00	278808	SCHEELS	23.00	279100
MISCELLANEOUS A/R	7.36	278816	SCHNEIDER, LISA	100.00	278920
MISCELLANEOUS A/R	37.50	278900	SCHOCKS SAFE AND LOCK SERVICE	50.00	279101
MISCELLANEOUS A/R	621.42	278945	SCHOCKS SAFE AND LOCK SERVICE	291.65	1001255
MISCELLANEOUS A/R	1000.00	279006	SCREENCLOUD	40.00	1001256
MISCELLANEOUS A/R	600.00	279120	SHAW, JARED	25.00	279102
MN CHILD SUPPORT PAYMENT CENTER	172.12	278947	SIMONSEN, KADEE	2250.00	279103
MN CHILD SUPPORT PAYMENT CENTER	172.12	279148	SNAP ON TOOLS	708.01	1001257
MOORE, MELANIE	48.00	278889	SOLTIS BUSINESS FORMS CO.	156.50	279104
MOORE, MELANIE	23.00	279067	SORENSEN, JASON	352.60	279105
MOSS, AARON	200.00	278953	SOURIS BASIN PLANNING COUNCIL	4208.33	278921
MOWBRAY & SONS	622.59	1001231	SOURIS RIVER JOINT WATER RESOURCE	2876787.65	279107
MOYA, ZHAINA	139.00	278890	SOURIS VALLEY READY MIX, LLD	276.75	278922
MUUS LUMBER	61.06	1001232	SOUTH DAKOTA CHILD SUPPORT	175.87	278948
MYERS, GLEN	831.00	279068	SOUTH DAKOTA CHILD SUPPORT	175.87	279153
NAGEL, THOMAS	1375.00	279149	SOUTHEAST MUFFLER	45.00	278923
NAPA AUTO PARTS	1009.94	278893	SPEE-DEE DELIVERY SERVICE	64.94	279108
NAPA AUTO PARTS	2107.70	279071	SPENCER, DAVID	525.00	279109
NAPA AUTO PARTS	518.25	1001233	SRF CONSULTING GROUP	9184.55	278924
NATIONAL PAYMENT CORPORATION	144.44	279072	SRT COMMUNICATIONS	18614.36	1001262
ND APWA	105.00	278894	STALLER, DOUG	20.00	279110
ND CHILD SUPPORT	25.00	278895	STANDARD SIGNS INC.	537.39	1001263
ND CHILD SUPPORT	25.00	279073	STAPLES	1621.41	1001264
ND DEPT OF HEALTH	894.52	279074	STATE WATER COMMISSION	14137.84	278925
ND DEPT OF TRANSPORTATION	14736.57	279075	STATE WATER COMMISSION	243904.64	279111
ND LEAGUE OF CITIES	250.00	278896	STEVENS EQUIPMENT SUPPLY	723.77	1001265
ND LEAGUE OF CITIES	1000.00	1001234	STEVER, RONALD	60.00	278926
ND ONE CALL, INC	873.75	279076	STEVICK BUSINESS SPECIALTIES & WEAR	151.48	1001266
ND SAFETY COUNCIL, INC.	964.25	278897	STICKY CONSTRUCTION INC	38750.00	279112
ND STATE BOARD OF LAW EXAMINERS	90.00	1001235	SUN LIFE FINANCIAL	46.50	278927
ND WATER & POLLUTION CONTROL	600.00	1001236	SWANA	2036.00	1001267
NDPA	85.00	1001237	SWANSON & WARCUP, LTD	8976.30	1001268
NDPOA	530.00	1001238	SWANSTON EQUIPMENT	810.52	278928
NDSU EXTENSION PESTICIDE PROGRAM	270.00	279077	SWANSTON EQUIPMENT	1061.12	279113
NET TRANSCRIPTS	.00	279078	SWANSTON EQUIPMENT	457.50	1001269
NET TRANSCRIPTS	117.00	279150	TANCABEL, ANDREW	462.80	278929
NEWMAN TRAFFIC SIGNS	550.00	278898	TARGET	49.98	278930
NISS IMPRESSIONS	724.60	278899	TARGET	93.77	1001270
NISS IMPRESSIONS	21.31	1001239	TARGETS ONLINE	8.00	1001271
NORTH COUNTRY SPORTSWEAR	320.00	279079	TEAM ELECTRONICS INC	380.00	279114
NORTH PRAIRIE RURAL WATER	163.48	1001240	TEST VENDOR 2	25.00	5
NORTH WINDS TRUCK ACCESSORIES	609.90	279080	TEST VENDOR 3	75.00	8
NORTHERN PLAINS EQUIPMENT CO., INC.	220.94	279081	THIRD WATCH COMMUNICATIONS	450.00	279115
NORTHERN TESTING	400.00	279082	THOMSON REUTERS-WEST PAYMENT CENTER	324.00	279116
NORTHERN TRUCK EQUIPMENT CORP	3447.60	278901	THOMSON REUTERS-WEST PAYMENT CENTER	264.00	1001272
NORTHWEST TIRE AND RETREAD	4878.30	278903	TILLEMA, LUKE	126.50	279154

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TOTALFUNDS	384.11	278949	WARD COUNTY RECORDER	20.00	279129
TRACTOR SUPPLY CREDIT PLAN	90.38	279117	WATER ACCOUNT REFUNDS	43.06	278820
TRACTOR SUPPLY CREDIT PLAN	717.81	1001273	WATER ACCOUNT REFUNDS	19.99	278871
TRI-N PROPANE	535.69	278932	WATER ACCOUNT REFUNDS	33.66	278879
TRINITY MEDICAL GROUP	2567.00	1001274	WATER ACCOUNT REFUNDS	15.43	278931
TRUE VALUE MINOT	27.99	1001275	WATER ACCOUNT REFUNDS	2.85	278941
TYLER TECHNOLOGIES, INC	525.00	1001276	WATER ACCOUNT REFUNDS	14.71	278943
U.S. POST OFFICE	5000.00	279118	WATER ACCOUNT REFUNDS	18.49	278960
U.S. POST OFFICE	233.65	1001277	WATER ACCOUNT REFUNDS	36.46	279005
ULTEIG	65702.00	278933	WATER ACCOUNT REFUNDS	45.07	279017
ULTEIG	30276.50	279119	WATER ACCOUNT REFUNDS	28.97	279025
UNIFORM CENTER	333.96	278934	WATER ACCOUNT REFUNDS	19.99	279039
UNIFORM CENTER	640.99	279121	WATER ACCOUNT REFUNDS	4.47	279041
UNITED ACCOUNTS, INC	154.37	278950	WATER ACCOUNT REFUNDS	170.46	279057
UNITED AIRLINES	468.00	1001278	WATER ACCOUNT REFUNDS	65.29	279090
UNITED MAILING SERVICE	260.18	278935	WATER ACCOUNT REFUNDS	1.65	279140
UNITED MAILING SERVICE	5344.76	279122	WATER ACCOUNT REFUNDS	1.51	279144
UNITED RENTALS	1840.11	279123	WEST OAKS ANIMAL HOSPITAL	112.40	1001282
UNUM LIFE INSURANCE COMPANY OF AMER	11737.06	278936	WESTERN STEEL AND PLUMBING	9.20	1001283
UPS STORE #1423	19.49	279124	WESTLIE FORD	45.54	278939
UPS STORE #1423	115.29	1001279	WESTLIE FORD	158.15	279130
US DEPARTMENT OF EDUCATION AWG	247.04	278951	WESTLIE TRUCK CENTER	741.90	278940
US DEPARTMENT OF EDUCATION AWG	263.75	279155	WESTLIE TRUCK CENTER	1793.77	279131
USA BLUE BOOK	322.17	1001280	WILBUR-ELLIS CO LLC	164.85	1001284
VANTAGEPOINT TRANSFER - 30#####	124.19	278952	WILK, KEVIN	159.50	278942
VANTAGEPOINT TRANSFER - 30#####	124.19	279156	WILLIAM P. NUGENT CO. INC	51.34	1001285
VERIZON	20.02	279125	WILLIAMS, THADDIS M	2475.00	278974
VERIZON	3220.47	1001281	WORKFORCE SAFETY & INSURANCE	250.00	279132
VESSCO, INC	2076.77	278937	XEROX CORPORATION	1870.18	279133
VILLAGE FAMILY SERVICE CENTER	500.00	279126	3D SPECIALTIES INC.	4742.00	279134
VISU SEWER, INC.	177679.44	279127	3M COMPANY	1609.09	1001286
WALKER, RICK	126.50	279157			
WANTZ, MACEY	69.60	278938			
WARD COUNTY AUDITOR	20.00	279128	TOTAL:	\$8,035,384.43	

### CHARGE THESE FUNDS:

Airport	\$ 26,131.42
Cemetery	3,539.58
Parking Authority	376.25
Garbage	
Collection	21,274.42
Landfill	30,171.00
Water/Sewer	
Storm Sewer Maintenance	11,885.75
Water Supply	61,993.66
Water Distribution	37,655.42
Sewer	23,643.58
Utility Billing	6,772.42
Replacement	9,013.75
Public Transportation	5,679.33
Library	6,693.83
Auditorium/Recreation	16,821.34
Total Transferred	\$ 261,651.75

### ELECTRONIC PAYMENTS

AFLAC	\$ 13,881.77
BCBS	437,458.99
Federal Tax Withholding	306,478.66
State Income Tax	
Sales and Use Tax	
ND State Disbursement	7,394.12

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Deferred Comp	20,080.40
Verendrye Electric	80,727.64
Xcel	140,480.01
MDU	3,190.53
Mass Mutual	122,564.54
Discovery Benefits	5,212.68
NDPERS Pension	36,760.27
Total	\$1,174,229.61

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

### **APPROVAL OF PAYROLL – AUGUST 18, 2019 THROUGH SEPTEMBER 14, 2019 – APPROVED**

Alderman Olson moved the City Council approve payroll for the period of August 18, 2019 through September 14, 2019 in the amount of \$2,000,438.69.

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

### **ORDINANCE NO. 5418 – AMEND THE 2019 ANNUAL BUDGET - FIRE COMMAND VEHICLE (FD0087) – SECOND READING – APPROVED**

Alderman Olson moved the City Council place ordinance no. 5418 on second reading amending the 2019 annual budget to increase the fire control vehicle maintenance and operations supplies revenues and expenditures and decrease the fire equipment purchase revenues and expenditures to purchase non-capital equipment for the Fire command vehicle. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5418 on second reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Olson, Pitner, Podrygula, Sipma, Wolsky; nays: none.

### **ADMINISTRATIVE APPROVALS – APPROVED**

Alderman Olson moved the City Council ratify the following administratively approved requests.

1. Elevation for a special event permit September 20, 2019-October 4, 2019 at 15 North Main Street
2. Atypical Brewery & Barrelworks for a special event permit September 14-21, 2019 outside 510 Central Ave East
3. The Spot for a special event permit September 19, 2019 at Dakota Territory Air Museum (110 34th Ave NE)
4. Lamplighter Lounge for a special event permit September 27-29, 2019 outside 200 16th Street SW
5. Dakota College Bottineau Nursing to conduct a calendar raffle at DCB 5th Avenue Medical Building (307 5th Ave SE)
6. The Tap Room for a special event permit September 21- 29, 2019 at 1st & 1st Event Center (104 1st Ave SE)
7. The Tap Room for a special event permit October 4, 2019 outside 23 Main Street South
8. Minot Swim Club to conduct raffles, raffle board, calendar raffle, and sports pools from October 1, 2019- March 31, 2020 at Magic City Campus High School (1100 11th Ave SW)
9. Pour Farm for a special event permit September 28, 2019 outside 201 37th Ave SW
10. The Starving Rooster for a special event permit September 26, 2019 at Town & Country Credit Union (1525 24th Street SW)
11. The Original Bar & Nightclub for a special event permit October 5, 2019 outside 720 North Broadway
12. The Original Bar & Nightclub for a special event permit October 5, 2019 at Minot Municipal Auditorium (420 3rd Ave SW)
13. Atypical Brewery & Barrelworks for a special event permit October 5, 2019 and October 12, 2019 outside 510 Central Avenue E
14. Ranger Lounge for a special event permit October 5, 2019 outside 1218 South Broadway
15. Grand Hotel for a special event permit October 3, 2019 at MSU Student Center (500 University Ave West)



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16. St. Therese Church of the Little Flower to conduct a raffle November 10, 2019 at Little Flower Church (800 University Ave W)
17. Prairie Federal Credit Union to conduct a raffle October 14, 2019 at Prairie Federal Credit union (1430 South Broadway)
18. Town & Country Credit Union to conduct a raffle October 4, 2019 at Town & Country Credit Union (615 South Broadway)

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

### **2018 STORM SEWER REHAB – FINAL PAYMENT (PROJECT NUMBER 4314) – APPROVED**

Alderman Olson moved the City Council approve the final payment in the amount of \$2,580.80 to be paid to Wesslen Construction, Inc. for the 2018 Storm Sewer Rehab Project.

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

### **AWARD OF BID- 2019 ROUND 4 DEMOLITION/SITE RESTORE CONTRACT – APPROVED**

Alderman Olson moved the City Council award the Round 4 Demolition and Site Restoration project to the lowest responsible bidder which is Hight Construction, LLC at \$342,675.

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

### **SAND AWARD OF BID (PROJECT NUMBER 4229) – APPROVED**

Alderman Olson moved the City Council award the bid to Sundre Sand and Gravel in the amount of \$12.45 per ton for washed sand for the upcoming winter season.

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

### **DEICING SALT AWARD OF BID (PROJECT NUMBER 4230) – APPROVED**

Alderman Olson moved the City Council award the bid to H & H Trucking in the amount of \$74.45 per ton for deicing salt for the upcoming winter season.

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

### **WATER AND WASTEWATER CHEMICALS AWARD OF BID (PROJECT NUMBER 4232) – APPROVED**

Alderman Olson moved the City Council award the bid to the following suppliers for water and wastewater treatment chemicals:

Carbon dioxide awarded to American Welding and Gas for \$240.00/ton  
Chlorine awarded to Hawkins for \$625.00/ton  
Ammonium Sulfate to Hawkins for \$0.306/lb  
Calcium Nitrate awarded to Hawkins for \$2.82/gallon

Per the agreement when water and wastewater chemicals were bid in 2018, Lhoist North America exercised the option to extend for an additional year with a 2.9% increase. Lhoist will provide quicklime for 2020 at a rate of \$142/ton.

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

### **STATION #2 GENERATOR REPLACEMENT (PROJECT NUMBER 4463) – APPROVED**

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Alderman Olson moved the City Council award the bid to Gefroh Electric in the amount of \$41,250.00 for the back-up generator replacement project at Station #2.

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

### **APPROVE ADDING 3 SPOT BLIGHT PROPERTIES FOR AUCTION – APPROVED**

Alderman Olson moved the City Council approve adding 326 7th St. NW, 215 6th St. NW, and 301 7th St. NW to the list of City acquired Spot Blight properties for Auction sale under approved rules.

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

### **CUTTING EDGES AWARD OF BID (PROJECT NUMBER 4231) – APPROVED**

Alderman Wolsky moved the City Council award the bid to Butler Machinery in the amount of \$37.09 per edge for cutting edges for the upcoming winter season. Motion seconded by Alderman Pitner.

Alderman Wolsky said he would like to see a database comparing the quantities of supplies used for snow removal on a year to year basis, including the number of blades used, tons of sand and salt used etc. He said it would help to have a comparison when considering budgeting each year.

The Public Works Director stated, the information was included in the department report that was presented to the Council last year but he can send the information again.

Alderman Wolsky suggested it be available on the City website.

Alderman Podrygula said, he is the representative on a committee that is evaluating programs exactly like Alderman Wolsky is requesting, which will make information easily available to the public. The program should be brought before the Council in the next few months.

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

### **AUCTION OF FLOOD BUYOUT ACQUIRED STRUCTURES – APPROVED**

Alderman Wolsky moved the City Council authorize auction of property structures at 314 8th Street NE and 1030 6th Avenue SW acquired through the Involuntary Acquisition program for flood control projects. Motion seconded by Alderman Olson.

Alderman Wolsky stated, Alderman Straight requested the item be pulled in order to bring up an issue about demolition. He raised concerns about a home that was demolished but the open basement was left in place.

The City Manager responded by saying, it is the attempt of staff to close safety hazards and he will follow up on the issue to ensure it does not happen again.

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

### **CITY MANAGER REPORT**

The City Manager presented his report since the network was back online.

He began by listing the dates of upcoming meetings. October 15<sup>th</sup> is the Chamber monthly meeting, followed by the Chamber Annual Meeting October 16<sup>th</sup>. The next City Council meeting is October 21<sup>st</sup>, MAGIC Fund meeting October 25<sup>th</sup>, and Planning Commission October 28<sup>th</sup>. There will be a Main Street Summit in Bismarck October 29<sup>th</sup> -31<sup>st</sup>.

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He continued with construction updates which have all been affected by the poor weather. Flood Control project MI-1 is currently 2-3 weeks behind but 3<sup>rd</sup> Street should be open at the end of the month. The contractor has begun a series of soil correction measures to pass required standards. MI-2/3 is continuing with the flood walls and pump station and crews are working on underground utilities. Due to delays as a result of the weather, 16<sup>th</sup> will likely continue with head-to-head traffic through October. The contractor on the Broadway maintenance project has worked odd hours to try and catch up after the rain caused delays. The goal is to reach 20<sup>th</sup> Avenue but anything unfinished will pick up in the spring.

Mr. Barry discussed the Sister City Visit that took place during Hostfest. There were representatives from Skien including, Jan Terje Olsen, Current Council Member and former Mayor of Skien, Rolf Haugen, former City Manager of Skien, and Honorary Ambassador for North Dakota and Honorary Citizen of Minot, Ole Geir Hoppestad, leader of school and cultural board, Ken Erik Lien, trade & industry department head for city of Skien, Line Heibø Knudsen, advisor school administration, Bjørg Monsen, Håvard Monsen, and Olav Kydland. There were six full days of activities including an Economic Development Tour of Downtown, Official Sister City Reception and Dinner, Official Sister City Business Meeting, Governor's Dinner/Reception, Annual Sondre Norheim Commemoration, a 5-Hour Business Meeting, School Tours & Meetings, Tour of MAFB, Local Agricultural/Ranch Tour, and of course, Norsk Hostfest Festivities.

The City Manager gave an update on the Census 2020 Complete Count Committee. He said, they are establishing a marketing and outreach plan for Minot. The goal is to have every citizen counted so engaging all citizens is a priority. He said, the Census Bureau is currently hiring enumerators and other positions on their website. The census will also be available online in 2020.

An update on NDR activities explained that Minot Housing Authority is reviewing the engineering RFP for Milton Young Tower improvements and is hoping to make a final selection later this month. The Resilient Homebuyer Program anticipates a total of 7 Gap Financing closings by mid-October. They continue to use creative marketing to find first-time, qualifying buyers. Staff is reviewing engineering, environmental and technical documents on existing buildings as potential sites for City Hall relocation. General Information Notices are being sent to residents in Buyout Areas 6 and 6a and a neighborhood meeting will follow. MSU and Dakota College are looking at a few Trinity properties that may be available when the hospital moves, to be used as the Center for Technical Education.

The Downtown Gathering Space, which will be discussed later in the meeting, had a deadline of September 30<sup>th</sup> for property negotiations on Site #2. There were nine total properties on the site, two owned by the City and seven privately owned. Of the seven properties, there are four owners who do not want to sell, two were price driven and two did not want to sell. He explained the cost reasonableness issue which has been a concern for the City. The initial assessed value of Site #2 was \$890,000 but the value of all private properties requested is \$1.78 million. The cost of demolition, relocation and site preparation not included. Cost reasonableness is one of the requirements under HUD rules, which will be further explained by Mr. Zakian. He said, the Technical Review Committee met October 1<sup>st</sup> to review the entire negotiation timeline, audit the process, and evaluate cost reasonableness concerns. He emphasized that CDM Smith assured the City that every effort has been made to reach agreement with all property owners. The committee unanimously recommended to move forward with the next location.

Mr. Barry moved on to discuss the Buy Local Task Force which has been formed to discuss buy local preference opportunities. The task force is evaluating the Chamber's Proposal and comparing State and Federal procurement laws to develop a viable recommendation by December. They have held their first of four meetings and have had excellent dialog toward mutual understanding. There are some limitations however, developing a Buy Local ordinance that works within all procurement guidelines. He explained, the 2020 City budget contains \$275 million and only about \$80 million is from local sources. As well as any local funding leveraged for a State or Federal project as matching funds must follow State and Federal policies.

The Nuisance Properties Task Force, now called Problem Properties Unit, is working to identify properties in the city that are out of compliance costing the City's resources, time, and money. They are developing an action plan to resolve issues on properties that require ongoing attention from health and public safety agencies. Representatives from Fire Department, Planning, Code Enforcement Officer, Building Inspections, Police Department, First District Health, and the City Attorney are working on a recommendation on how to bring properties into compliance and keep them in compliance.

The City Manager then provided updates from each of the Performance Improvement Teams. The Community Engagement Focus Group is nearly complete. They have discussed their revisions to the Community Engagement Strategy and the final draft will be reviewed by Department Heads before a recommendation is brought to the City Council. The Employee Improvements Team is working on recruitment; however, the task force has been on hold while the budget process and Sister City visit took place. They are also researching the onboarding process for new employees. He explained that studies have

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shown an employee decides within six months whether to stay in an organization. It is important that once we hire someone, we do everything possible to keep them here by setting them up for success early. The Finance Improvements Team is working to implement the new ERP software system which includes three major software initiatives; Financial, Asset Management, and Building Permitting & Land Development. The process will take at least 12 months before some portions of the program are ready to bring online. The Operational Improvements Team is focusing on streamlining the permitting process and assuring that permit fees cover actual costs. The group has identified all permits and is determining a centralized location where permits can be made available on city website. Moving forward, the team will research the possibility of centralized purchasing operations. The Customer Improvements Team is focusing on the Community Engagement Strategy as well as reviewing an internal customer service strategy conducted by HR.

Mr. Barry then reviewed Key Performance Indicators and listed the goals of the management team. He said they intend to improve knowledge and understanding of operational systems and move to become a more data driven organization. It will enable the City to make better decisions and adaptively manage for results.

He then described how the City is preparing to handle the upcoming snow in the forecast for later this week. He explained the snow plan by saying, crews are dispatched prior to a large event to 'pretreat' streets. A mixture of sand is used as a preventative measure for light accumulation up to three inches. Graders are dispatched at 3-4 inches and crews will run 24 hours during storms or high wind events. Snow gates will be used to limit snow drifts but cannot eliminate them and snow gates will not work in instances above ten inches. He listed the equipment the City has in inventory and the staff available to operate it. He also outlined the plan which begins with emergency snow routes, then school areas and hillside streets, followed by residential areas and the central business district, and concludes with sidewalks. He said, the process typically completes one pass in 72 hours. In regards to the upcoming storm, the Street Department is watching for "sand events" and has three sanders ready to go. Two City owned graders are ready and leased machines are being prepared. Public Works has the sand/salt mix ready. The Public Information Office has prepared social media posts reminding the community of the snow plan. There are also informational videos, alerts, and razor tracking available.

The City Manager then congratulated staff for winning the American Public Works Association Project of the Year award for the Downtown Revitalization project. He said, it is the 5<sup>th</sup> award presented to the project. The Library was awarded the Library Association's Library Champion Award. The Library has also been celebrating their volunteers who have served hundreds of hours and hold remarkable value for the service of the Library. There were two volunteers honored during a ceremony at the Library. Donald Tank and Carol Stolt "retired" after serving thousands of hours over a couple decades, to the Minot Public Library.

Mr. Barry announced the Main Street Summit which will take place October 29-31 in Bismarck and concluded by reminding the public that a conversation on recycling will take place at the October 21<sup>st</sup> City Council meeting.

### **Alderman Jantzer and Alderman Straight joined the meeting via teleconference at 6:48 pm.**

Alderman Podrygula said, he is impressed by the management team. He also said, he is pleased with the snow plan but suggested the width of main thoroughfares have more consideration during snow events. In the past, some major arterials became too narrow for two lanes.

Alderman Pitner reminded the public that it is fall clean up week and items should be placed on the curb and not in the alley.

### **CENTRAL RAMP LEASE AGREEMENT – APPROVED**

Alderman Podrygula moved the City Council grant approval of a lease agreement with the Downtown Business and Professional Association for lease of storage space in the Central Parking Ramp. Motion seconded by Alderman Pitner.

Alderman Podrygula said, it is good to see income being generated at the parking ramps. He also requested an update in the near future regarding signage and security issues as well as usage percentages.

The City Manager provided a brief update by saying, the temporary roof projects should be completed by year's end. The security cameras have been identified and specifications completed and staff has been directed to review signage options.

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

### **LEASE RENEWAL - LAVERNE MIKKELSON – APPROVED**

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Alderman Olson moved the City Council approve the land rent extension with Laverne Mikkelson and authorize the Mayor to sign the agreement on behalf of the City. Motion seconded by Alderman Podrygula.

Alderman Wolsky said, he is glad to hear that staff is evaluating the appropriateness of this agreement.

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

### **GATHERING SPACE PROJECT COMMENCE ACQUISITION OF SITE #1 – APPROVED**

Alderman Pitner moved the City Council commence the acquisition process for Site #1 to locate the Gathering Space. Motion seconded by Alderman Olson.

Alderman Pitner said, the Gathering Space Technical Review Committee met last week with CDM Smith, John Zakian and others to discuss the next steps for the project. They have reached a road block on Site #2 relating to the discrepancy in price between the City and property owners and the cost reasonableness calculation. The original offers from the City were about \$890,000 but the counteroffers totaled \$1.78 million. It was advised that HUD would have an issue moving forward with the site even if the City agreed on the counteroffers. HUD would prefer if the City used another, less costly site for the project, even if agreements were made for Site #2. He brought up the September 2022 deadline and said they will lose negotiating power and cut down on design time if they do not start moving forward.

Alderman Straight said, at the Technical Committee meeting, Mr. Barry asked the City Assessor what the assessment for the property at Site #1 might be. He asked if the City Assessor had a figure, to which Mr. Ternes responded by saying, the best estimate at this point is \$830,000.

Alderman Straight continued by asking if 10 percent would be added to the amount as it was in the previous offers. Mr. Zakian came forward and said, this offer would not factor in the additional 10 percent because the previous offers reflected previous year's assessed values. This property would use a current assessed value to calculate the offer.

Alderman Straight asked if there have been discussions with Trinity on the feasibility of using this site in a timely manner since Trinity is working on constructing the new hospital. Mr. Zakian said, under HUD rules, we cannot formally approach the new property owners until negotiations have officially concluded with the current site. If this is approved, the next step would be a formal inquiry to Trinity.

Alderman Wolsky asked a series of questions to which Mr. Zakian responded. First, he asked about the environmental review since, he said, he believes the site was the location of a former laundromat and dry cleaner which may provide complications for environmental reviews. Mr. Zakian stated, the first step when initiating the environmental review will be historical analysis on the uses of the site. If any issues arise, they will be caught early on and assess if any mitigation occurred. If there are any red flags, it will be dealt with during the environmental review process.

He wondered if cost reasonableness would cause the same issue for Site #1, since Site #3 may be less costly. Mr. Zakian said, cost reasonableness takes into account all aspects, not only acquisition. There is a potential disparity between the current assessed value of Site #3 and the estimated value of Site #1, however there are no relocation costs and minimal demolition costs for Site #1. He said, he is comfortable based on current analysis that it will be acceptable to HUD.

Alderman Wolsky asked if the total budget would be adequate to complete the project and how that issue would be addressed if it is not. Mr. Zakian said, the budget was developed during the application process and when HUD gave the City the option to downsize projects after reducing the grant amount, it was believed \$6 million was sufficient. Until the site is determined and the design can take place, we do not know what the actual cost will be. There will be public input meetings to get a sense of what the community is looking for and can work within the available budget. He said, there are similar sized spaces that have been built for \$6-\$8 million and others that cost \$10-\$12 million but it depends what is included. He stated, he is not uncomfortable with the amount budgeted at this point.

He then asked if the alternative approach, which was proposed in August, to swap funding sources with sales tax revenue collected for Flood Control, has been considered. Sales tax revenue would not be subject to the same constraints as HUD funding and the NDR funds could be used for acquisitions. Mr. Zakian stated, a swap could be done but it could trigger a substantial amendment depending where funds are moved from and to where.

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Mayor Sipma commented that if they looked at sales tax as a potential revenue source, it could cause political damage. He strongly cautioned against removing Flood Control funding, which we do not currently have enough funding for. He said, they are working toward a significant piece of legislation in the upcoming session regarding a long-term low interest loan through the Legacy Fund. If Minot was to divert funding away from Flood Control it would be a significant demonstration of our need for State and Federal funding. Future allocations from the State could be affected and it would set a bad precedence politically.

Alderman Wolsky said, he is not supportive of the motion and he mentioned the opportunity cost of various sites. He said, in his opinion, Site #1 is the most developable property since it is located on Broadway. Tying it up as a non-revenue generating parcel would be a mistake. He compared it to a similar parcel on Broadway to calculate potential revenue to the City. A similarly sized block is assessed at \$6.6 million and returns approximately \$116,000 annually in tax revenue to the City. Right now, Site #1 does not contribute any revenue to the City because it is parking support for Trinity's non-profit mission but in the future, there is potential for development. He said, Site #2 can be developed within the existing buildings, taking less off of the tax rolls. He emphasized the entrepreneurial spirit flourishing downtown since the revitalization project was completed and discussions about the gathering space began. He raised concerns that moving the location will have unintended consequences and he suggested they honor the investments made at Site #2. He proposed that they reevaluate the project footprint to ultimately keep the project at Site #2 and make it work within HUD guidelines to honor the public input that chose the site.

Alderman Olson said, they appear to be overthinking this decision. They put a good effort into Site #2 and it didn't work by the timeline so they need to see if the next site will work. Site #1 could be a gateway to downtown but if it too doesn't work, we will move on.

Alderman Straight raised concerns about negotiating with Trinity when there is still a question of whether or not the site will pass the cost reasonableness test. He asked if they could discuss a substantial amendment to reduce the size of the gathering space to 1.5 acres before moving forward with other options. He said, he is not supportive of Site #1 and said the public isn't either. He wants to protect the City's image from embarrassment in case the project goes poorly.

Mayor Sipma said, the process was approved in 2016 and if not followed, a substantial amendment would be rejected on premise prior to be submitted because the adopted process was not completed. Cost reasonableness can be assessed within the initial discussion with Trinity determining whether or not they would consider the acquisition. He agreed with Alderman Olson and said that too much investment has been made emotionally but the process was agreed upon. The issues brought up will be closely considered as we move forward.

Alderman Podrygula said, they have made a good faith effort to make Site #2 work but it simply is not working. Now they need to follow through on their commitment and move to Site #1. The City doesn't need to be embarrassed and if there is egg on anyone's face it should be on HUD and the complexity of the process. The City is acting on good faith but working with HUD is challenging.

Alderman Pitner reminded what process has taken place; they identified sites, gathered input from the public, negotiated on the preferred site, and then move on to the next site and the next site and if necessary, come back to the table. At no point in the process does it say to change the rules if we don't like the answer. He agreed that Site #1 could be a gateway to downtown. It is next to a parking ramp that will one day have retail and commercial space. He encouraged the Council to follow through with the process they agreed to.

Whereupon a vote was taken on the above motion by Alderman Pitner, seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma; nays: Straight, Wolsky.

### **PERSONAL APPEARANCES**

John Coughlin, of 605 37<sup>th</sup> Ave SE, came forward to state, this is the best City Council he has seen in 40 plus years.

### **REVIEW OF CONSTRUCTION ACTIVITY NUISANCES – APPROVED**

Alderman Wolsky brought up issues regarding construction nuisances, specifically construction noise. He said, he received three complaints this summer from citizens whose lives were disrupted due to construction noise at unreasonable hours. He said, he understands the construction season is short but believes the City can tighten the ordinance, which currently has an exception for construction, to prohibit construction during certain hours. He mentioned a heated confrontation that took place at City Hall with a citizen upset by construction noise throughout the night.

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Alderman Podrygula agreed and said, he appreciated the survey of other cities that was conducted to see how they operate. He also brought up the fine of only \$150 for violating the noise ordinance and said it is not a deterrence. He raised the suggestion that if the City Engineer grants permits, maybe he could set up limits for construction activities administratively rather than by ordinance. He also mentioned generators causing issues and asked if they could be hooked up to an electric line to run power instead. He stated, the short construction season is not an excuse to drive people crazy.

Mayor Sipma questioned how much of a concern it should raise since it was only three complaints. He said, sometimes construction needs to take place outside regular hours to avoid other disruptions to citizens. There are also instances of loud snow removal that needs to take place during early morning hours but it needs to be done by certain times. In the instance of Flood Control, the project needs to move forward as fast as we can and he mentioned that it is not as disruptive as the 2011 flood was. He said that reasonable processes can be reviewed but he is not comfortable with a blanket policy to control all construction. He also emphasized the need to be business friendly for private construction taking place within the city.

Alderman Wolsky said, in his opinion a generator running 24/7 is not reasonable and he would like to see specifications included in residential projects that include temporary electricity service. There can be more constraints added.

Alderman Wolsky moved the City Council direct staff to look into potential remedies or ordinance changes and bring proposals back to City Council early next year. Motion seconded by Alderman Podrygula.

Alderman Podrygula commented that just because people don't complain does not mean it isn't an issue. He would like to be respectful of the people who live here.

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

### **HISTORICALLY LOW TREASURY BOND RATES & TERMS**

Alderman Wolsky explained that a constituent brought him an article from the Wall Street Journal describing historically low bond rates, and he asked if it is something the City should consider.

The Finance Director stated, the City continues to monitor markets but at this time is not issuing any new debt. The City recently retired some higher interest debt that was callable and able to be retired early. There are additional complications that come into play if they decide to issue new debt before they anticipate the need to use it. He mentioned Flood Control as the next major factor to go to the market but there is a delay until the next phase. If the City borrowed money in anticipation of that need, there are potential arbitrage issues to consider. He then said, the article mentions a rate of 3.3% but doesn't say if those bond issues sold at face value or at a discount or what the rating was for the issuing agency. There is not enough information to make an accurate comparison. Mr. Lakefield further stated, he reached out to the City's advisor who said, a 20-year term is about the maximum we would see in the marketplace. The cost of carrying the debt, for example using \$100 million financed at 3.3% for 50 years, as described in the article, would carry an additional \$90 million in interest if compared to the potential Legacy Fund loan which is being discussed at a rate of 1.5% for 45 years.

Alderman Wolsky commented that he would rather see the Legacy Fund used as well, especially to put North Dakota dollars back into North Dakota. He then asked about refinancing any existing debt.

Mr. Lakefield explained that the City has already retired some bond issues early with some of our higher rate debt. The next callable issue is several years away. Most of the City's debt is in the higher 2% or low 3% range. They would have to analyze what is left on the term of those bonds, the delta in the interest rates, and the issuance cost to refinance. He said, right now, we don't have that option for any of our current debt.

### **ADJOURNMENT**

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Wolsky and carried unanimously. Meeting adjourned at 7:58 pm.

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

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