

## **March 16, 2020 Regular City Council Meeting**

**MINOT CITY COUNCIL – SCHEDULED MEETING – MARCH 16, 2020 AT 5:30 P.M.**

### **ROLL CALL**

#### Members Present:

Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky

#### Members Absent:

None

### **PLEDGE OF ALLEGIANCE**

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

The Mayor then held a moment of silence to honor the passing of former Mayor and community advocate Carroll Erickson.

### **AMEND THE AGENDA – APPROVED**

At the request of Mayor Sipma, Alderman Podrygula moved the City Council amend the agenda to address item #9.2 next on the agenda.

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

### **REPORT: FIRST DISTRICT HEALTH UNIT**

The Mayor stated, in light of the current situation with COVID-19, First District Health Unit was unable to present their report. They did however, provide a copy of their annual report to the Council and are continuing to meet with entities regularly to keep up to date on the pandemic.

### **COVID-19 EMERGENCY DECLARATION – APPROVED**

Mayor Sipma then announced that the City Manager signed an Emergency Declaration for the City of Minot. He requested Mr. Barry explain what the declaration means for the city.

Mr. Barry said, by declaring a state of emergency for COVID-19, the City becomes eligible for State and Federal disbursement if necessary. The action by a City Manager is limited to seven days but the City Council may extend the declaration to stay in effect until rescinded by the City Council or until Executive Order 2020-03, issued by North Dakota Governor, Doug Burgum is rescinded.

Alderman Jantzer moved the City Council affirm the Emergency Declaration effective immediately, and shall remain in effect until it is rescinded by the Minot City Council or Executive Order 2020-03, issued by North Dakota Governor Doug Burgum, is rescinded, whichever shall occur first.

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

### **RESOLUTION NO. 3654 - A RESOLUTION TO ADDRESS EMPLOYEE ABSENCES DUE TO COVID-19 PANDEMIC – APPROVED**

The Mayor explained, there is also a resolution that staff developed to address a change in employee compensation if the North Dakota Department of Health or First District Health Unit direct an employee to self-isolate or be quarantined for monitoring due to COVID-19 exposure. He said, employees will be granted leave with pay for the full duration of that time.

Alderman Wolsky moved the City Council adopt resolution no. 3654 to address employee absences due to the COVID-19 Pandemic. Motion seconded by Alderman Straight.

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Alderman Wolsky said, this is a unique situation and the City must be adamant about illness and requiring employees to stay home when they are sick.

Alderman Olson asked if there is any proactive movement to have employees stay home.

The City Manager said, staff created a COVID-19 Task Force to identify issues and are working diligently. Last week, the HR Director sent an email to all employees stating they must stay home if they feel sick.

Alderman Straight reminded everyone, if they exhibit symptoms to call the number to the Department of Health Hotline and do not go to the Emergency Room.

Alderman Wolsky said he appreciates the proactive approach taken by the state of North Dakota. He requested the Public Information Officer use all their resources to convey information to the public from all involved entities.

Mayor Sipma stated, they are developing talking points in coordination with all of their partners. They encourage online interactions or phone calls and as the President announced earlier in the day, avoid holding gatherings with more than ten individuals. He stressed the importance of sharing accurate information and not cause panic. First District Health Unit is taking the lead on the issue, followed by Ward County Emergency Services. He also mentioned, the Census kiosks have been postponed as we all enforce social distancing. They are following the recommendations of the CDC. He said to be mindful, patient, and calm during this time.

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

### **SUBDIVISION OF SECTION 25-156N-83W, OUTLOT 15 – APPROVED**

Alderman Wolsky moved the City Council subdivide a portion of the NW Quarter and a portion of the SW Quarter of the NW Quarter in Section 25, Township 156 North, Range 83 West to create proposed Outlot 15 containing 50.00 acres, more or less.

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

### **PUBLIC HEARING: ORDINANCE NO. 5475- REZONING SECTION 25-156N-83W, OUTLOT 15 – FIRST READING – APPROVED**

The City Council held a public hearing to consider a request from Cala and Devin Schmitt, to rezone Section 25-156N-83W, Outlot 15 from AG and C2 to C2 only. No one appeared on behalf of the public hearing.

Alderman Wolsky moved the City Council close the public hearing and place ordinance no. 5475 on first reading to rezone Section 25-156N-83W, Outlot 15 from AG (Agricultural District) and C2 (General Commercial District) to C2 (General Commercial District) only. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Wolsky moved the City Council pass ordinance no. 5475 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none

### **RESOLUTION 3655- AMEND THE FUTURE LAND USE MAP SECTION 25-156N-83W, OUTLOT 15 – APPROVED**

Alderman Wolsky moved the City Council adopt resolution no. 3655 to amend the Future Land Use Map of the Comprehensive Development Plan of the City of Minot to “Commercial” for Section 25-156N-83W, Outlot 15.

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

### **PUBLIC HEARING: ORDINANCE NO. 5476- REZONING ROSES SUBDIVISION, OUTLOT 15 IN SECTION 20-155N-82W – FIRST READING – APPROVED**

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The City Council held a public hearing to consider a request by Sanford and M. Gail Slinde, to rezone Roses Subdivision, Outlot 15 In Section 20-155N-82W from C2, General Commercial District, to R1, Single-Family Residential District. No one appeared on behalf of the public hearing.

Alderman Pitner moved to close the public hearing and place ordinance no. 5476 on first reading to change the zone from C2, General Commercial District, to R1, Single-Family Residential District on Roses Subdivision, Outlot 15 In Section 20-155N-82W. Motion seconded by Alderman Straight and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5476 on first reading. Motion seconded by Alderman Straight and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none

### **RESOLUTION NO. 3656- ROSES SUBDIVISION, OUTLOT 15 IN SECTION 20-155N-82W – APPROVED**

Alderman Pitner moved the City Council adopt resolution no. 3656 to amend the Future Land Use Map designation of the Comprehensive Development Plan of the City of Minot from “Commercial” to “Low-Density Residential” for property described as Roses Subdivision, Outlot 15 in Section 20, Township 155 North, Range 82 West.

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

### **PUBLIC HEARING: ORDINANCE NO. 5477- REZONING SHADY DELL ADDITION AND A PORTION OF VACATED 42ND STREET SE CUL-DE-SAC – FIRST READING – APPROVED**

The City Council held a public hearing to consider a request by Matthew Kremer, for a zone change from R1, Single-Family Residential District to MH, Manufactured Home District on Shady Dell Addition and A Portion of Vacated 42nd Street SE Cul-De-Sac.

The applicant, Matthew Kramer, came forward on behalf of the request. He said, the property was purchased three years ago with the intent to build a small home on it. To prep the land, he removed three non-working vehicles, two dump trailer loads of garbage and broken equipment and mowed the waist-high weeds. The house itself was literally rotting and full of rotting food. He demolished and removed the house and its foundation. The City employees that had to deal with all of the complaints about the property said they were happy to see something done with the lot. He explained that he has cleaned the property up but due to the low land value in the area, has been unable to interest buyers who would like to put a modest home there. Most have cited it would be a bad investment. However, he has been approached by many who already own mobile homes and would love the chance to own their own property. Currently, many people are getting priced out of the mobile home parks by high rent. He said, he believes mobile homes get a bad reputation mainly from mobile home parks where the residents and management fail to keep up good standards but mobile homes in themselves can be quite nice. Another worry is that mobile homes are just that, mobile. They can be easily moved. In all reality though, as Huwie House Movers has proven that literally any house can be picked up, put on wheels, and taken away.

He provided the Council with a packet of photos to address the zoning issue. He said, the top page shows that there are many MH zones in the area, nearly 30 within two blocks. There are many different zoning types within those two blocks. The pictures in the packet show all the surrounding properties, with the last picture being the Plats' home. He said, this updated mobile home would easily be one of the nicest homes in a two-block radius. He said he does not see how it could possibly hurt land values to have a tax paying homeowner in the area who will care for the lot.

Alderman Straight asked what he meant when he said people were being priced out of mobile home parks. Mr. Kremer responded by saying, lot rent keeps increasing, making it difficult for renters to keep up.

Alderman Straight then mentioned that spot zoning is not always desirable. He said, as it pertains to flood protection, the City will be purchasing mobile home parks in the future. The increased lot rent may be an attempt to increase values in anticipation of the buyout.

Brian Billingsley, Community and Economic Development Director, addressed the zoning issue. He said, the request to rezone from Single-family Residential to Manufactured Home District is due to the fact that no other zones permit a manufactured home on a property. The Zoning Ordinance Steering Committee is working to amend the ordinance to allow more flexibility particularly in the two-mile ETA.

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Alderman Wolsky said that if the neighborhood was developed today, this lot probably wouldn't exist since it is an island surrounded by other lots. He asked if about accessibility to the property.

Mr. Billingsley said, an access easement is located to the property and it used to have a residential home which has since been demolished.

Mr. Billingsley also commented that a written protest was received by one property owner, which does not meet the 20% necessary to require a supermajority vote for the request.

Larry Plats and his wife Colleen, came forward as the individuals hoping to purchase the property. Mr. Plats shared with the Council how they struggle to continue renting a lot in a mobile home park. He said, they can get a loan to purchase the property and decrease their monthly payment by \$200. This property would provide significant savings and allow them to avoid the burden of rent increases while having something to call their own.

Mrs. Plats said they take pride in their home and its appearance. She explained that since 2010 they have paid \$40,000 in rent with nothing to show for it. She said, they want to own property where they can make improvements with a garden and landscaping.

The resident of 1020 43<sup>rd</sup> Street SE came forward in opposition of the request. He said if one manufactured home is permitted then it will open the door for others and the whole area will become mobile homes. He also mentioned a large grove of trees in the area that they would like to keep there. If further development expands, those trees could be gone.

Alderman Wolsky moved the City Council close the public hearing and approve the zone change from R1, Single-Family Residential District to MH, Manufactured Home District on Shady Dell Addition and A Portion of Vacated 42nd Street SE Cul-De-Sac. Motion seconded by Alderman Straight.

City Attorney Hendershot requested clarification regarding any conditions recommended by the Planning Department.

Mr. Billingsley said there was one standard condition included with staff's recommendation:

"1) No later than six months after a subdivision design has been approved by the City Council, the applicant for design approval may submit the final form of the instrument or document to the City Engineer which is to be recorded in the office of the County Recorder in order to accomplish the subdivision or to establish the necessary predicate for the later accomplishment of the subdivision. That is, the subdivider shall submit the final form of the original of the appropriate instrument of conveyance, auditor's outlot plat, or plat, and the necessary copies thereof required by ordinance or by way of regulation. The City Engineer shall indicate his approval on the original by signing his name under a suitable statement or legend that expresses approval. However, if the documents or instrument for which approval is sought is a plat, then before the City Engineer approves it he shall first satisfy himself that the technical requirements of Section 28-27 have been complied with and that monuments have been placed at all block corners, lot corners, angle points, points of curves in streets which are depicted in the plat, and at such intermediate points as may be required."

Alderman Wolsky confirmed the condition as part of his motion. Alderman Straight agreed as the second.

Alderman Straight commented that he understands the concerns of those who protested but he does not believe this will open up a floodgate of mobile homes. He thinks it will be an improvement to the neighborhood.

Alderman Pitner said, they have seen this situation before and this will affect the values of surrounding properties to some extent. He sympathized with individuals who are dealing with increases in rent but said there are alternatives besides this action.

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

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

Alderman Jantzer moved the City Council approve the minutes of the February 24, 2020 special City Council meeting and the March 2, 2020 regular City Council meeting.

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

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### **ORDINANCE NO. 5423 - REZONING THE BLUFFS 11TH ADDITION – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5423 on second reading to rezone Bluffs 11<sup>th</sup> Addition from AG (Agricultural District) to R1 (Single-Family Residential District). Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5423 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5465 – AMEND THE 2020 ANNUAL BUDGET- CITY HALL HVAC CONTROL UPGRADE – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5465 on second reading to amend the 2020 annual budget to move 2019 Budgeted funds to the 2020 Budget of Property Maintenance for City Hall Complex HVAC Control System Repair/Upgrade. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5465 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5466 – AMEND THE 2020 ANNUAL BUDGET - NETWORK SWITCH UPGRADE (IT0018) – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5466 on second reading to amend the 2020 annual budget to increase the Information Technology Department's operation supplies revenues and expenditures and decrease the Information Technology capital equipment purchases expenditures for the Network Switch Upgrade Project. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5466 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5467 – AMEND THE 2020 ANNUAL BUDGET- ENBRIDGE EQUIPMENT GRANT FREIGHT CHARGES – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5467 on second reading to amend the 2020 annual budget to increase equipment expenditures and revenues for the freight charges on an extrication tool purchased with funding from the Safe Community Grant awarded by Enbridge. Motion seconded by Alderman Olson and carried unanimously.

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

### **ORDINANCE NO. 5468 – AMEND THE 2020 ANNUAL BUDGET- 2020 WCNTF JAG & LOTTERY GRANT AWARD (PD0172) – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5468 on second reading to amend the 2020 annual budget to increase the Narcotics Task Force revenues and expenditures to match the total funds awarded for the 2020 JAG and Lottery Grant from the ND Bureau of Criminal Investigation. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5468 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5469 – AMEND THE 2019 ANNUAL BUDGET - LIB034 END OF YEAR PURCHASE – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5469 on second reading amending the 2019 annual budget to increase the Library Books and Materials capital and general fund revenues and expenditures utilizing Library cash reserves for books purchased in 2019. Motion seconded by Alderman Olson and carried unanimously.

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Alderman Jantzer moved the City Council pass ordinance no. 5469 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5470 – AMEND THE 2019 ANNUAL BUDGET - CAPITAL LEASE AND DEPARTMENT EXPENDITURES – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5470 on second reading to amend the 2019 annual budget for capital equipment for the governmental lease capital expenditures and for department expenditures that were higher than anticipated. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5470 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5471 – AMEND THE 2020 ANNUAL BUDGET- LIBRARY EXTERIOR WORK – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5471 on second reading to amend the 2020 annual budget to increase the Library building and grounds expenditure for the exterior improvements. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5471 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5472 - NDDOT FFY 2020 TRAFFIC SAFETY GRANT - SPEED ENFORCEMENT (PD0191) – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5472 on second reading to amend the 2020 annual budget to increase the Police department overtime salary and benefit revenues and expenditures for the FY19-20 NDDOT Speed Enforcement Traffic Safety Grant. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5472 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none

### **ORDINANCE NO. 5473 - TENNANT SWEEPER FOR PARKING STRUCTURES – PROJECT #4518 – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5473 on second reading amending the 2020 annual budget to increase the Parking Ramps capital expenses and decrease the building and grounds maintenance for the purchase of the sweeper. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5473 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5478 - BUDGET AMENDMENT - GPS RECEIVER (4473) – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5478 on first reading to amend the 2020 annual budget to increase the Engineering department in the general fund software agreement, operation supplies and freight expenditures and revenues and decrease the Engineering department equipment purchases expenditures for the purchase of a GPS Receiver. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5478 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5479 - AMEND 2020 BUDGET FOR TRENCH EQUIPMENT PURCHASE (FD0105) – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5479 on first reading to increase Fire capital equipment purchase expenditures and revenues and decrease Fire general fund supplies and shipping expenditures and revenues for the

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purchase of an attachment for trench rescue equipment funded by the 2019 Homeland Security Grant. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5479 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5480- AMEND THE BUDGET- ENBRIDGE ALLIANCE MANAGEMENT TRAINING FUNDING – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5480 on first reading to amend the 2020 annual budget to increase Fire travel and training expenditures and revenues for the cost of a FEMA Basic Public Information Officer Course to be funded with a donation from Enbridge. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5480. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5481- AMEND THE BUDGET- PRE-PLAN ADDITION TO TYLER TECHNOLOGIES NEW WORLD CREW FORCE SOFTWARE – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5481 on first reading to amend the 2020 annual budget to increase the Fire Department software and professional service contract expenditures and approve the use of cash reserves to cover one-time costs for set up fees for the pre-plan module from Tyler Technologies New World Crew Force software not included in the 2020 Budget. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5481 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **ORDINANCE NO. 5482- BUDGET AMENDMENT FOR SKIDSTEER AND SNOWBLOWER – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5482 on first reading to amend the 2020 annual budget to increase the fire operation supplies revenues and expenditures and decrease fire capital equipment expenditures and revenues for the purchase of a skid steer snow blower attachment. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5482 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **2020 SIDEWALK, CURB & GUTTER REPLACEMENT - AWARD BID (4468) – APPROVED**

Alderman Jantzer moved the City Council award the bid for the 2020 Sidewalk, Curb & Gutter Replacement Project to the low bidder, Keller Paving & Landscaping, Inc, in the amount of \$353,777.00 and authorize the Mayor to sign the Agreement for the project.

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

### **2020 STREET SEAL - AWARD BID (4469) – APPROVED**

Alderman Jantzer moved the City Council award the bid for the 2020 Street Seal District Project to the low bidder, Asphalt Preservation Company Inc., in the amount of \$1,356,679.62 and authorize the Mayor to sign the Agreement for the project.

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

### **2020 STREET PATCHING - PHASE 1 - AWARD BID (4470.1) – APPROVED**

Alderman Jantzer moved the City Council award the bid for the 2020 Street Patching Project – Phase 1 to the low bidder, Keller Paving & Landscaping, Inc. in the amount of \$265,202.00 and authorize the Mayor to sign the Agreement for the project.

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

### **2020 STREET IMPROVEMENT - AWARD BID (4471) – APPROVED**

Alderman Jantzer moved the City Council award the bid for the 2020 Street Improvement Project to the low bidder, Minot Paving Co., Inc. in the amount of \$1,734,063.30 and authorize the Mayor to sign the Agreement.

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

### **2020 PAVEMENT MARKINGS - AWARD BID (4507) – APPROVED**

Alderman Jantzer moved the City Council award the bid for the 2020 Pavement Markings Project to the low bidder, West River Striping Company, in the amount of \$213,242.42 and authorize the Mayor to sign the Agreement for the project.

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

### **AWARD OF BID- HHW AND E-WASTE COLLECTION (PROJECT NUMBER 4514) – APPROVED**

Alderman Jantzer moved the City Council award the bid to Clean Harbors Environmental for HHW and ND E-Waste LLC for e-waste for the 2020-2021 collection contracts and authorize the Mayor to sign contracts on behalf of the City.

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

### **RESOLUTION NO. 3657 – AUTHORIZATION TO APPLY FOR NDDOT SECTION 5311 TRANSIT OPERATING GRANT – APPROVED**

Alderman Jantzer moved the City Council adopt resolution no. 3657 to authorize the Transit Department to apply for a NDDOT Section 5311 Operating and Maintenance grant and authorize the Mayor to sign the Authorizing Resolution and authorize the Public Works Director to sign any other documents associated with this grant application.

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

### **MINOT CITY TRANSIT TITLE VI APPROVAL – APPROVED**

Alderman Jantzer moved the City Council approve and authorize the Mayor to sign, the Minot City Transit Title VI Plan.

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

### **GAMING SITE AUTHORIZATION- MINOT HOCKEY BOOSTERS, INC. – APPROVED**

Alderman Jantzer moved the City Council approve the gaming site authorization for Minot Hockey Boosters, Inc to conduct games of chance at Buffalo Wings & Rings.

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

### **ORDINANCE NO. 5483 - BUDGET AMENDMENT- COMMUNITY ICE FUNDS FOR REPAIRS AT MAYSA – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5483 on first reading to amend the 2020 annual budget to increase the Sales Tax Capital Improvement expenditures for repairs to the facilities at MAYSA arena.



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

### **ORDINANCE NO. 5474 – AMEND THE 2020 ANNUAL BUDGET - CITY HALL RETAINING WALL (4398) – FIRST READING – APPROVED**

Alderman Olson moved the City Council place ordinance no. 5474 on second reading amending the 2020 annual budget to increase the capital purchases expenditures and revenues for the completion of the City Hall retaining wall using capital purchases and sales tax infrastructure cash reserves. Motion seconded by Alderman Jantzer and carried.

Alderman Wolsky expressed his opposition to the project. He said, given the current circumstances, he is concerned about a decrease in sales tax revenue and oil impact revenue. He said, the Council should contemplate pausing projects that are not urgent.

Alderman Olson moved the City Council pass ordinance no. 5474 on second reading. seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma; nays: Straight, Wolsky

### **ORDINANCE NO. 5484- AMEND THE 2020 ANNUAL BUDGET- ROSEHILL CEMETERY GAZEBO PROJECT – FIRST READING – APPROVED**

Alderman Olson moved the City Council place ordinance no. 5484 on first reading amending the 2020 annual budget to increase the Cemetery capital purchases for the construction of a Gazebo at Rosehill Cemetery. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Wolsky suggested it is appropriate to pause this project due to the current circumstances he mentioned before.

Alderman Straight pointed out that the funds were a donation, to which the Assistant Public Works Director further explained, a family donated \$10,000 to Rosehill Cemetery for a special project. Since the funds were received in 2019 but the project was delayed last fall, the funds went back into cash reserves. This budget amendment simply moves the funds back into capital purchases so they can finish the project.

Alderman Olson moved the City Council pass ordinance no. 5484 on first reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **PROJECT #4485 –PURCHASE OF LOW FLOOR HEAVY DUTY TRANSIT BUS – APPROVED**

Alderman Straight moved the City Council approve the purchase of a 2020 Eldorado National-California EZ-Rider II Low Floor Heavy Duty Bus and allow the Public Works Director to sign the purchase order and any other associated forms for this purchase. Motion seconded by Alderman Pitner.

Alderman Wolsky asked about the timeframe for this purchase or if it could be delayed.

The Finance Director said, the bus is on a five-year bid cycle and this is the last year of that cycle. He continued by saying, the purchase is 80% funded by the State and if it is delayed, there is no guarantee the funding or the bid will be available in the next biennium.

Brian Horinka, Transit Superintendent, said the contract expires May 3<sup>rd</sup>.

Alderman Straight asked if the bus is replacing a handicapped accessible bus and if it is also accessible. Mr. Horinka said, all of the buses are accessible but they are getting rid of one with a lift and replacing it with a one that lowers the floor. This model is more efficient and more secure for the passengers.

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

### **RESOLUTION NO. 3658- STORM SEWER DISTRICT 123 – 10TH ST SW – APPROVE PLANS & CALL FOR BIDS (4393) – APPROVED**

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Alderman Jantzer moved the City Council adopt resolution no. 3658 approving the plans and specifications for Storm Sewer District 123, authorizing a call for bids and setting the bond term for ten years per the Finance Director's recommendation. Motion seconded by Alderman Pitner.

Alderman Wolsky stated, this is another project that should be delayed because of current conditions.

Terry Davidson, of 800 28<sup>th</sup> Avenue SW, said he believes the design will cause problems on his property. He described the history of flooding in the area and how the development in that area has impacted his property. He said, changing the runoff to the west side of their property would cause problems with a building and a power box located there. He said there are better alternatives to what the plan proposes.

The City Engineer, Mr. Meyer, said they take all citizen concerns seriously so after the public meeting that Mr. Davidson attended, the engineering team evaluated the data again. He displayed a map and identified the watershed for the storm sewer district. Puppy Dog Coulee upstream of 10<sup>th</sup> Street is about 15 square miles. This watershed is 0.185 square miles. They are taking the outfall from Puppy Dog Coulee and instead of going directly to 7<sup>th</sup> Street are rerouting it to 10<sup>th</sup> Street and discharging into a coulee at that location. This saves the District payers about \$400,000 and saves the City and our rate payers about \$200,000. They then modeled the watershed to create a hydrograph which plots flow compared to time to make sure there are no downstream impacts. Their evaluation indicates water will be out of the district before other runoff volumes enter. He also said this project is a significant improvement over the drainage issues they have now. This project should protect Mr. Davidson's property because the flow that would come through his property from other areas, are far and above a higher flow rate than what we will have.

Upon further questioning by Alderman Straight, Mr. Meyer said, the entire intersection at 31<sup>st</sup> Avenue and 10<sup>th</sup> Street will be replaced because the storm sewer will be reconfigured in that location. It will be raised about a foot and a half so that it isn't such a bowl during a large rain event.

Mr. Davidson continued to express his concerns about the project and said he does not want his property to be collateral damage for this project.

Alderman Straight sympathized with Mr. Davidson but said, he trusts the engineers and their assurance that his property will not be adversely affected.

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: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **RESOLUTION NO. 3659- STORM SEWER DISTRICT 123 REIMBURSEMENT RESOLUTION – APPROVED**

Alderman Jantzer moved the City Council adopt reimbursement resolution no. 3659 to comply with requirements of the Regulations with respect to Storm Sewer District 123 in order to preserve the option of the City to finance the costs of the Projects with tax-exempt obligations in the amount of approximately \$5,000,000.

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

### **COMPOST SITE LEASE AGREEMENT – APPROVED**

Alderman Olson moved the City Council authorize the Mayor to sign the agreement between the City of Minot and Trinity Church to maintain a compost site location on a site owned by Trinity Church.

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

### **ORDINANCE NO. 5485- AMEND THE CODE OF ORDINANCES, SECTION 23-58 TO REDUCE THE CRIME OF CARRYING A LOADED FIREARM IN CERTAIN VEHICLES TO AN INFRACTION AND PROVIDE FOR AN ADDITIONAL EXCEPTION PER STATE LAW – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5485 on first reading, amending Section 23-58 of Division 1, Article IV, Chapter 23 of the City of Minot Code of Ordinances to reduce the crime of carrying a loaded firearm in certain

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vehicles to an infraction and to provide for an additional exception per state law and authorize the Mayor to sign the Ordinance. Motion seconded by Alderman Wolsky and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5485 on first reading. Motion seconded by Alderman Wolsky and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

### **SCOTT AVIATION LEASE TERMINATION – APPROVED**

Alderman Olson moved the City Council direct City staff to move forward with delivering notice of breach of the terms of the current lease with Wilson Scott pursuant to the termination clause of his present fixed based operator lease with the City due to his failure to (1) keep the building clean and orderly and free from all debris; and (2) for failure to maintain an aeronautical purpose on the premises; and terminate the lease if the breach is not cured. Motion seconded by Alderman Jantzer.

Attorney Mark Rasmuson, representing Wilson Scott, said the Airport Director sent a letter on February 25<sup>th</sup> with a proposal for Scott Aviation, and they responded in a letter March 13<sup>th</sup>. He said the Airport Director failed to distinguish between the City lease and a City license. He said, Wilson Scott has not operated an aircraft business out of the hangar for the last 20 years since the City denied his license. The City inspector conducted an investigation in May, 2019 and recommended the walls be repaired, replaced or the building be demolished. Attorney Rasmuson said that Mr. Scott constructed the remedial repairs requested. A follow-up inspection came up with the same conclusion; the structural issues remained, despite the repairs made to conceal the damaged walls. He said, a licensed architect supports their position that the building is structurally sound. He also said, the assessed value of the hangar was \$154,000 in 2019. He stated, Mr. Wilson could sell or sublease the hangar to someone with a City license to operate a business out of his hangar or Mr. Wilson could move back to North Dakota and apply for a license to operate out of the hangar. He requested the Council approve the prior lease which was approved on March 6, 2000 for a 20-year lease with an option to renew for another 20 years.

Alderman Podrygula asked Mr. Rasmuson what his client is currently using the building for.

Mr. Rasmuson said it is used for storage of aircraft and aircraft parts which is a permitted use according to his lease. Upon further questioning regarding an aeronautical purpose, he said, the current lease allows storage but an aeronautical use would require a City license.

Alderman Straight asked how often the hangar is used, to which Mr. Scott responded by saying, he has rented it out over the years. Since he lives in Oklahoma, the distance didn't work out so he hasn't rented it in the past year. He explained that he originally bought the hangar with an SBA loan which has been paid back. He never intended to permanently leave Minot but his work has taken him away.

Mayor Sipma asked Assistant City Attorney, Stefanie Stalheim to address the issue. Ms. Stalheim stated, they understand there is a difference between the Fixed Base Operator Lease and a Fixed Base Operator License. The issue here is with the lease. After conducting inspections, City staff wanted the City Council to be aware of two particular breaches of this lease, which are a lack of an aeronautical purpose and concerns about the condition of the building. She said, the expiration of the lease is May 5, 2020 so the issue is being brought to Council now, so they could consider the breaches before expiration of the lease. She continued by saying, Mr. Rasmuson provided a copy of the architect's report last Friday however, she raised concerns that the report did not contain an official seal from the architect as required by ND law. She then pointed out the timeline that was described in the staff report which indicates the issues with the aeronautical purpose have been going on since 1999. At that time, the Airport Director had sent a recommendation to the City Manager that the leases be renewed based upon improvements to the hangar and Mr. Scott's promises to return to Minot to do business by December, 2001. The Airport Director recommended that if Mr. Scott did not return to Minot by that time, the City of Minot cancel both his license and lease.

Upon further questioning by Mayor Sipma, Ms. Stalheim explained the importance of an aeronautical use as it pertains to grant assurances to the FAA and the potential risk for the City if they do not maintain an aeronautical use on all Airport property.

Alderman Podrygula commented on the Airport Director's campaign to tighten assurances and asked if there is a possibility to negotiate with the leaseholder to correct the issues.

Ms. Stalheim said, they can continue to negotiate however, this lease expires on May 5<sup>th</sup> and they have asked for a 20-year renewal. Despite the fact that the lease has an option to renew for 20 years, the Council can set different terms and conditions.

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She said, the City Inspector has not been back to the site since the architect submitted his report so they will visit the property to see if they reach the same conclusion. The issue regarding the aeronautical use however, would still be in question.

Alderman Straight asked if the definition of an aeronautical use has changed since their lease was renewed. Ms. Stalheim said she is not aware of how the definition has changed over the course of the lease but they have provided information to Mr. Scott regarding the FAA's policy on the use of Airport property for aeronautical purposes.

Maria Romanick, Airport Services Coordinator, said there is no explicit definition but they did provide guidelines to all of the tenants after they conducted inspections and it states, the indefinite storage of aircraft is not an aeronautical use. The aircraft Mr. Scott is storing may be registered but there is no activity in and out of the hangar.

Alderman Wolsky asked if the Council's approval would prevent further negotiation with Mr. Scott, to which Ms. Stalheim stated, the lease says, the City would provide five days written notice of the breach and then they have five days to cure the breach. If the breach is corrected, then they are in good standing with the lease and the Council would decide whether to grant a renewal. If they are unable to cure, then the decision goes to Council whether to terminate the lease. She said, the City owns the land but the building is owned by Mr. Scott so the lease requires that he have 60 days to remove the building unless there is a reason it cannot be moved in 60 days. It does not allow the time limit to be extended beyond 120 days.

Mr. Scott said, when the lease was written they knew the aircraft were stored there. He has been approached by individuals to rent the hangar to store insecticides. He asked what happened with the Hobby Shop to reach an agreement. He raised concerns about waiting until March to give five days to fix the issues. He said, they repaired the building in October during poor weather conditions. He also said, his intentions were to come back to Minot and replace the walls in about three years.

Ms. Stalheim pointed out that the five-day notice is one of the terms in the lease that Mr. Scott signed. It is not an arbitrary number they made up for the situation.

Luke Tillema, Building Official, spoke to the repairs that were made. He said, the initial inspection report from May 12, 2019 includes pictures of extensive damage to the building. They found out that repairs were made, despite no building permits being pulled, so they conducted another inspection in October. They found that the problems were simply covered up. The architect's report states, he believes the building looks sound, he could not see much because the damage was covered.

Alderman Podrygula asked if building permits are required for structural repairs. Mr. Tillema said, yes, it would have to be designed by a professional architect or structural engineer and a permit would have to be pulled. It would then need to be inspected. The penalty for violation is a Class B Misdemeanor.

Mr. Rasmuson responded by saying, there were no structural repairs needed. They sealed some cracks and installed metal siding to improve the appearance of the building.

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

### **CITY HALL TECHNICAL TEAM RECOMMENDATION (4466)**

Alderman Podrygula moved the City Council enter into due diligence and purchase negotiations for the former Wells Fargo Building. Also, place and pass an ordinance to increase the engineer professional service contracts expenditure and revenue for the City Hall building analysis which will be funded with budgeted Capital Purchases for the new City Hall

City Engineer, Lance Meyer introduced Doug Larson of JLG Architects to describe their report.

Mr. Larson said, the City submitted an RFQ for assessment services on the Big "M" Building and the Wells Fargo Building. The scope of work was defined in the RFQ. He explained that they didn't do a thorough analysis of Task #4 which was to review the feasibility of removing the columns within the "M" Building to maximize space for public assembly. He said, it was not economically feasible so they omitted that section from the overall estimate. He then recognized the assessment team before describing details of the report.

He said, both buildings are within Central Business Zoning which does not have setback or off-street parking requirements. They are both structurally suited as office space. The "M" Building had a number of components containing asbestos which would need abated at an estimated \$2-\$5 million and would take about one year to complete. The building also had mechanical, plumbing and electrical issues that have been exacerbated since they have been turned off since about 2011-

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2012. Sprinklers would need to be added and the fire rating would need to be replaced. The building doesn't meet fire codes and stairs need to be constructed on either side. The total estimate for the "M" Building is \$34,877,568 or \$352.67 per square foot.

The Wells Fargo Building tested negative for asbestos and did not contain lead paint. He said, the roof is about ten years old and the warranty is up. It could last another ten years but they included a new roof in the estimate. The windows are in decent condition but if a window should break, it could not be replaced so they included new windows in the estimate as an option. The mechanical, electrical and plumbing systems are good. The heat pump system is still used in modern construction. A sprinkler system is not required however, if it is not installed, all of the public corridors would have to be fire rated. Elevators are not ADA compliant so they included money in the estimate to relocate them. The total estimate for the Wells Fargo building is \$12,818,538 or \$164.32 per square foot which is a normal range for a remodel.

Alderman Pitner said, remodeling the "M" building does not seem feasible at this point so he has narrowed the options to the Wells Fargo Building or expanding the current location. He asked the City Engineer about the cost to expand at the current City Hall.

Mr. Meyer said, several months ago, their office developed a concept sketch which included a rough estimate of either adding on or building to the south. They took the space analysis and basically drew out how it would fit. They used an estimate of \$300 per square foot for new construction.

Alderman Straight asked if they could build on top of the current building to which Mr. Meyer responded by saying, no, the footings are not designed for expansion.

Alderman Straight then mentioned his visit to Fargo's new \$29 million City Hall but said, although it is a great building, the City of Minot does not need something that extravagant. He brought up the difficulties in buying peoples homes for flood protection while also building ourselves a new "home". He emphasized that they need an office for the Mayor but asked if they can justify spending \$3.5 million retrofitting a new building. He said, the "M" Building is not an option but he has concerns about removing the Wells Fargo building from the tax roll.

Alderman Pitner recognized the needs of the organization but said he would like to see the cost of expanding this site. He acknowledged that Federal grant dollars would not apply if expanding the current site but those dollars could be used somewhere else.

Mr. Zakian came forward to explain to the Council that the City was awarded NDR funds because of the combination of diverse components included in the NDR application. HUD will not look favorably if we change too many projects and the City does not want to be viewed as securing funds under false pretenses. The City identified a broad vision of needs in the application, which is why Minot was awarded the grant. Moving more than one significant project would not be approved. He also explained the benefit/cost analysis and said that moving or deleting projects requires a new calculation of the benefits compared to the costs. It needs to at least meet the original analysis or would not be approved. He further stated, the City promised HUD it would relocate City Hall out of harms way since the facility would have been damaged in 2011 if it weren't for Public Works building the dike to protect it.

The Mayor commented that they should not allow the pandemic to cause delays in projects because at some point the pandemic will move on. City Hall and Central Dispatch still need to be removed from hazards. He emphasized the impact that City Hall would have on revitalizing downtown by ensuring an anchor for economic resilience. He also mentioned the tour of Fargo's City Hall and how it promoted a new and revitalized surrounding area. They have the opportunity to refurbish a downtown building which also included an estimate for a skybridge for future expansion. He said, there will never be a perfect answer but he is ready to move forward with the project.

Alderman Podrygula said the building is projected to last 50-75 years and aligns with ongoing efforts to support employees and improve efficiencies. He is not keen on throwing out the \$3 million in NDR funds that could be used for the project and believes they need to follow through with their commitment. Future costs will likely increase and they have already done what they could to scrimp, save, patch and delay as much as they could. He said he is inclined to support the Wells Fargo building and believes it is reasonable.

Alderman Wolsky said he is skeptical that moving City Hall to what amounts to four blocks from the current location will have an economic impact on downtown. If they want to calculate the economic impact then it should be supported by a feasibility study. They are considering acquiring valuable property into the City's hands. He said, \$3.75 million is an

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extraordinary opportunity but if it means they need to spend \$8 million of their own money then it is not a gift. The circumstances have changed since the NDR application in 2015 and he believes it would be irresponsible to move forward.

Alderman Wolsky moved the City Council table the item for 90 days. Motion seconded by Alderman Straight and failed by the following roll call vote: ayes: Straight, Wolsky; nays: Jantzer, Olson, Pitner, Podrygula, Sipma.

Alderman Pitner said he believes there is value to moving City Hall downtown, even if it is only four blocks. He said he does not think they need 90 additional days to make a decision though.

Alderman Straight moved the City Council table the item for 30 days. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Pitner, Podrygula, Straight, Wolsky; nays: Jantzer, Olson, Sipma.

### **PERSONAL APPEARANCES**

None

### **DEPARTMENT REPORT: LIBRARY DIRECTOR**

The Library Director, Janet Anderson, provided an update on activities at the Minot Public Library. She gave a brief history of the Library then reviewed their annual report which shared statistics on the service value per person and the increasing number of Library cards. She shared some of the exciting events that take place at the Library and explained how eliminating fines on children's accounts has had a positive impact for them. She also shared information on how they have been impacted from COVID-19. The Library is closed to the public but they quickly developed a plan to set up online reservations to deliver materials curbside.

### **LIAISON REPORTS**

Aldermen Pitner and Podrygula had no updates to report.

Alderman Jantzer mentioned the Liaison Committee meeting between the City/County/ Park and School Board. He said, they discussed elections, Census, and the 911 budget. There hasn't been a meeting in quite a while but they plan to meet quarterly going forward.

Alderman Wolsky said the Planning and Zoning Steering Committee is reaching the end of their work. They have been discussing parking requirements and signage. The Renaissance Zone Review Board recently took a tour of potential blocks to consider adding to the Renaissance Zone. The number of blocks is based on the city's population and Minot currently has additional blocks available.

Alderman Straight said he missed the meeting of the Souris Basin Planning Council because he was in Fargo assisting with sandbagging to help with flood fighting efforts. He thanked Farmers Union for providing transportation and lunch to the volunteers who went to Fargo. He also brought up Visit Minot who will be sharing an idea to engage the community for collaboration other than in meetings.

Alderman Olson stated, the Census Kiosks will be temporarily shut down due to the COVID-19 Pandemic. She encouraged everyone to take the census through the website.

### **PRESENTATION OF RECYCLING SURVEY RESULTS**

Assistant Public Works Director, Jason Sorenson, shared the results of the recycling survey. He said, the Council directed staff to use a statistically valid survey to determine whether a single-stream curbside recycling program would garner enough support to be financially feasible. They wanted to identify customer concerns or reasons for not supporting a program and evaluate possible price points customers were willing to pay if a program were implemented.

The study was conducted by Odney and had a margin of error of plus or minus 4.82% at a 95% confidence level. Mr. Sorenson said, there were 400 total participants and they were screened to ensure they were current sanitation customers 18 years or older. Landlines and cell phones were included and the demographics were 54.5% female and 45.5% male. The age range of participants were 28% under 35, 28.5% 35-54 and 38.28% 55 and older.

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Overall, 65.25% of respondents said they would support the City starting a recycling program; 28.50% said no, they would not support a program and 6.25% didn't know or refused to answer. The survey then asked what customers would be willing to pay for a curbside recycling program; 65.25% would support with no cost, 55.50% would support with a cost of \$2-\$3, 37.50% would support a \$3-\$5 program, and 24.00% would support a \$5-\$6 program.

Mr. Sorenson said, based on the approximate 12,700 sanitation customers, the survey results equate to 7,049 households participating at \$2-\$3 per month, 4,763 household participating at \$3-\$5 per month and 3,048 households participating at \$5-\$6 per month. He then reminded, the proposal he developed estimated a cost of \$2-\$2.50 per month to be feasible.

Alderman Jantzer asked if COVID-19 would have any effect on a recycling program. Mr. Sorenson said, the materials would stay in this region so there is no concern about shipping to China.

Alderman Wolsky pointed out the current low price of fuel reducing costs to haul materials but he also said it will lower the cost of plastic making materials less valuable.

Alderman Olson asked what the next steps will be, to which Mr. Sorenson responded by saying, he can move forward to find a location and begin design on a transfer facility.

The City Manager suggested the Council allow staff to develop a proposal and bring it back for discussion. They should have all of the details figured out such as opt-out periods, bin size, collection frequency, etc.

Alderman Straight requested there be an incentive for other haulers to participate in recycling.

Mr. Barry said, that can be included in the proposal. They could have an incentive-based tipping fee.

The Mayor commented that given the circumstances, he would not move forward tonight so he favors the suggestion to have a deliverable presented at a later date.

### **MISCELLANEOUS**

The Mayor briefly commented on the potential for push back that the City is being overreactive to the COVID-19 pandemic. He recommended the community watch Council meetings online unless they need to address specific business at the podium. Meetings are open to the public but he encouraged everyone to take precautions. The City will continue to push information from First District Health Unit and the Department of Health as a tertiary role.

### **ADJOURNMENT**

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Olson and carried unanimously. Meeting adjourned at 8:39 pm.

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

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