

## **March 1, 2021 Regular City Council Meeting**

**MINOT CITY COUNCIL – SCHEDULED MEETING – MARCH 1, 2021 AT 5:30 P.M.**

### **ROLL CALL**

#### Members Present:

Evans, Jantzer, Olson (phone), Pitner, Podrygula, Ross, Sipma

#### Members Absent:

None

### **PLEDGE OF ALLEGIANCE**

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

### **COVID UPDATE**

Lisa Clute, Director of First District Health Unit, said vaccinations are going well. Including all providers, Ward County has completed vaccinations for 69.3% of individuals 75 and older and 56.7% of individuals between 65 and 75, based on 2019 census data. They continue to promote the availability of vaccinations and encourage those eligible to call to schedule an appointment. There have been 15,221 doses of the vaccine given in Ward County, not including the Air Force Base in which information is confidential. In Ward County, 16.7% of residents received at least one dose of the vaccine and 9.8% have received two doses. Ms. Clute said, they anticipate vaccinating educators and childcare workers the next week.

She then announced that Johnson & Johnson has received emergency authorization for their vaccine. The state of North Dakota is estimated to receive 6,900 doses, which will likely be distributed to pharmacies. The Johnson & Johnson vaccine only requires one dose so it is easier for pharmacies who can't easily track patients for second doses.

Ms. Clute continued by providing the statistics for COVID cases. She said, the daily positivity rate is 5.3%. The 14-day positivity rate for Ward County is 3.3% and there are 124 active cases. The goal is for the 14-day positivity rate to remain below 5% so they are still watching the numbers and remain cautious. She said, the pandemic is not over and the possible spread of the UK variant of the virus is unknown. It can only be detected with PCR tests, whereas rapid tests are used in most situations. She encouraged the public to continue mitigation strategies and to keep an eye on the First District Health Unit website and social media.

### **MAYOR'S REPORT**

The Mayor described some of his meetings and activities over the past month:

- February 2nd – Legislative Meeting in Bismarck Regarding NAWS
- February 2nd – State of the City
- February 3rd – COVID Coalition Meeting
- February 3rd – KXMC Interview regarding State of the City
- February 4th – Military Affairs Committee Meeting
- February 4th – Legislative Tracking Planning Meeting
- February 5th – League of Cities Legislative Virtual Update Meeting
- February 5th – Legislative Planning Meeting
- February 8th – Home Acquisition Signing at North Dakota Guaranty & Title
- February 8th – Broadway Circle Project Update Meeting
- February 8th – Task Force 21 Meeting
- February 8th – Special City Council Meeting
- February 10th – Minot Chamber EDC Meeting
- February 10th – ND State Fair Annual Meeting
- February 10th – CTE Committee Update & Planning Meeting (Legislative)
- February 12th – Vision Zero Meeting
- February 12th – League of Cities Legislative Virtual Update Meeting
- February 12th – Legislative Planning Meeting
- February 16th – Regular City Council Meeting
- February 19th – Home Acquisition & Closing at North Dakota Guaranty & Title

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February 19th – League of Cities Legislative Virtual Update Meeting  
February 19th – Legislative Planning Meeting  
February 20th – Minot Chamber EDC Legislative Forum at NDSF Center  
February 22nd – Final Walk Through at Old Wells Fargo Building  
February 23rd – City Hall Purchase Signing at North Dakota Guaranty & Title

He went into detail regarding his Mayoral B-52 Orientation Flight at Minot Air Force Base on February 23<sup>rd</sup> and 24<sup>th</sup>. He listed the logistics required for each training mission & flight experience. He then thanked the 23<sup>rd</sup> Bomb Squadron – Bomber Barons, the 5<sup>th</sup> Bomb Wing, the Flight Crew & Maintainers, 5<sup>th</sup> Bomb Wing Commander Col. Michael Walters, The United States Air Force, and all men and women serving in the Armed Forces.

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

### **CITY MANAGER REPORT**

The City Manager provided a written update describing events and activities for various departments.

The Finance Director highlighted some financial information pulled from the new software system and provided context for some of the data that could be misinterpreted. He also said, the January sales tax collections were reported and were disappointing compared to predictions.

### **CITY ATTORNEY REPORT**

The City Attorney submitted a written report.

### **CONSIDER THE REPORT OF THE MAGIC FUND SCREENING COMMITTEE**

The City Council received and filed the annual compliance report for the MAGIC Fund Screening Committee.

### **CITY COUNCIL MINUTES – APPROVED**

Alderman Ross moved the City Council approve the minutes of the February 16, 2021 regular City Council meeting.

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

### **BILLS, TRANSFERS AND PAYROLL – APPROVED**

Alderman Ross moved the City Council approve payroll for the period of January 17, 2021 through February 13, 2021 in the amount of \$2,148,866.35 and bills and transfers for February in the amount of \$2,608,850.37 as follows:

ACKERMAN ESTVOLD	0.00	285446	AZTECA SYSTEMS, LLC	0.00	285457
ACKERMAN ESTVOLD	29,679.14	285571	AZTECA SYSTEMS, LLC	65,000.00	285582
ACME TOOLS	0.00	285447	BANK OF NORTH DAKOTA	0.00	285458
ACME TOOLS	48.79	285572	BANK OF NORTH DAKOTA	145,817.62	285583
ADVANCED BUSINESS METHODS	0.00	285448	BERT'S TRUCK EQUIPMENT	0.00	285459
ADVANCED BUSINESS METHODS	3,337.97	285573	BERT'S TRUCK EQUIPMENT	226.65	285584
AMERICAN WELDING & GAS, INC.	0.00	285449	BROOKE MACKAY	0.00	285505
AMERICAN WELDING & GAS, INC.	3,724.92	285574	BROOKE MACKAY	11.00	285630
AMERITAS LIFE INSURANCE CORP	0.00	285450	BUTLER MACHINERY CO.	0.00	285460
AMERITAS LIFE INSURANCE CORP	1,696.70	285575	BUTLER MACHINERY CO.	162.96	285585
AQUA-PURE, INC.	0.00	285451	CARI ROBISON	0.00	285545
AQUA-PURE, INC.	18,668.08	285576	CARI ROBISON	50.00	285670
ARAMARK	0.00	285452	CENTRAL CAB	0.00	285461
ARAMARK	163.28	285577	CENTRAL CAB	33.65	285586
ASSETWORKS	0.00	285454	CHARITY LEMERE	0.00	285500
ASSETWORKS	3,805.70	285579	CHARITY LEMERE	38.08	285625
AT&T	0.00	285455	COLONIAL LIFE	0.00	285463
AT&T	309.61	285580	COLONIAL LIFE	2,517.00	285588
AXON ENTERPRISE, INC.	0.00	285456	COMPUTER STORE	0.00	285464
AXON ENTERPRISE, INC.	32,508.00	285581	COMPUTER STORE	494.70	285589

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CRAFT BUILDERS, INC.	0.00	285465	KLJ ENGINEERING, LLC	0.00	285496
CRAFT BUILDERS, INC.	7,300.00	285590	KLJ ENGINEERING, LLC	550.00	285621
DAKOTALAND AUTOGLASS	0.00	285466	LANDRUM AND BROWN, INC.	0.00	285497
DAKOTALAND AUTOGLASS	150.00	285591	LANDRUM AND BROWN, INC.	4,000.00	285622
DAN LAWSON	0.00	285498	LEARNING OPPORTUNITIES, INC.	0.00	285499
DAN LAWSON	50.00	285623	LEARNING OPPORTUNITIES, INC.	83.80	285624
DELL FINANCIAL SERVICES	0.00	285467	LHOIST NORTH AMERICA OF MISSOURI	0.00	285501
DELL FINANCIAL SERVICES	13,354.97	285592	LHOIST NORTH AMERICA OF MISSOURI	22,398.74	285626
DELL MARKETING L.P.	0.00	285468	LOCATORS & SUPPLIES	0.00	285503
DELL MARKETING L.P.	265.24	285593	LOCATORS & SUPPLIES	193.17	285628
DEREK ROBINSON	0.00	285544	LUMINATOR TECHNOLOGY GROUP	0.00	285504
DEREK ROBINSON	37.50	285669	LUMINATOR TECHNOLOGY GROUP	65,856.32	285629
DIVISION OF CHILD SUPPORT	0.00	285469	MACEY WANTZ	0.00	285562
DIVISION OF CHILD SUPPORT	102.00	285594	MACEY WANTZ	78.40	285687
DOMESTIC VIOLENCE CRISIS CENTE	0.00	285470	MAGIC CITY GARAGE DOOR COMPANY	0.00	285506
DOMESTIC VIOLENCE CRISIS CENTE	2,787.67	285595	MAGIC CITY GARAGE DOOR COMPANY	2,480.00	285631
DORSEY & WHITNEY	0.00	285471	MAIN ELECTRIC CONSTRUCTION	0.00	285507
DORSEY & WHITNEY	22,808.05	285596	MAIN ELECTRIC CONSTRUCTION	34,606.14	285632
DPC INDUSTRIES, INC.	0.00	285472	MARCO, INC.	0.00	285508
DPC INDUSTRIES, INC.	3,750.00	285597	MARCO, INC.	0.00	285509
ELDORADO NATIONAL - CALIFORNIA	0.00	285473	MARCO, INC.	257.00	285633
ELDORADO NATIONAL - CALIFORNIA	64.53	285598	MARCO, INC.	381.33	285634
EMERGENCY AUTOMOTIVE TECHNOLOGIES	0.00	285474	MARSHAL LIDDELL	0.00	285502
EMERGENCY AUTOMOTIVE TECHNOLOGIES	221.04	285599	MARSHAL LIDDELL	100.00	285627
EMPLOYEE ONE TIME PAY	0.00	285475	MIDWEST TAPE	0.00	285510
EMPLOYEE ONE TIME PAY	1,555.81	285600	MIDWEST TAPE	131.00	285635
ENERBASE	0.00	285476	MILLER LAW OFFICE, P.C.	0.00	285511
ENERBASE	12,067.55	285601	MILLER LAW OFFICE, P.C.	352.50	285636
FACTORY MOTOR PARTS	0.00	285477	MINOT AUTO	0.00	285512
FACTORY MOTOR PARTS	849.59	285602	MINOT AUTO	1,850.39	285637
FARSTAD OIL CO	0.00	285478	MINOT CHAMBER OF COMMERCE	0.00	285513
FARSTAD OIL CO	19,257.66	285603	MINOT CHAMBER OF COMMERCE	27,375.00	285638
FEDEX	0.00	285479	MINOT COMMISSION ON AGING	0.00	285514
FEDEX	43.02	285604	MINOT COMMISSION ON AGING	12,500.00	285639
FIRESIDE OFFICE SOLUTIONS	0.00	285480	MINOT DAILY NEWS	0.00	285516
FIRESIDE OFFICE SOLUTIONS	1,195.00	285605	MINOT DAILY NEWS	1,118.72	285641
FIRST DISTRICT HEALTH UNIT	0.00	285481	MINOT EMPLOYEE DONATIONS	0.00	285517
FIRST DISTRICT HEALTH UNIT	25,000.00	285606	MINOT EMPLOYEE DONATIONS	802.74	285642
FIRST INTERNATIONAL BANK & TRUST	0.00	285482	MINOT PARK DISTRICT	0.00	285518
FIRST INTERNATIONAL BANK & TRUST	620.00	285607	MINOT PARK DISTRICT	131,222.43	285643
FLEXIBLE PIPE TOOL COMPANY	0.00	285484	MINOT RURAL FIRE DEPT	0.00	285519
FLEXIBLE PIPE TOOL COMPANY	1,188.65	285609	MINOT RURAL FIRE DEPT	337.50	285644
FORENSIC STORE	0.00	285485	MOWBRAY & SONS	0.00	285520
FORENSIC STORE	4,214.00	285610	MOWBRAY & SONS	600.00	285645
GENERAL TRADING	0.00	285486	NAPA AUTO PARTS	599.39	285646
GENERAL TRADING	63.35	285611	NAPA AUTO PARTS	0.00	285522
GILLIG, LLC	0.00	285487	ND FRATERNAL ORDER OF POLICE	675.00	285647
GILLIG, LLC	275.72	285612	ND FRATERNAL ORDER OF POLICE	0.00	285523
GOETTLE LAW, PLLC	0.00	285488	ND HOUSING FINANCE AGENCY	2,143.46	285648
GOETTLE LAW, PLLC	7,500.00	285613	ND HOUSING FINANCE AGENCY	0.00	285524
H&H TRUCKING	0.00	285489	ND WATER EDUCATION FOUNDATION	320.00	285649
H&H TRUCKING	2,681.23	285614	ND WATER EDUCATION FOUNDATION	0.00	285525
HARLEYS	0.00	285490	NEBRASKA CHILD SUPPORT PAYMENT	563.08	285650
HARLEYS	6.99	285615	NEBRASKA CHILD SUPPORT PAYMENT	0.00	285527
HOUSTON ENGINEERING, INC.	0.00	285491	NORTH COUNTRY SPORTSWEAR	237.50	285652
HOUSTON ENGINEERING, INC.	14,872.15	285616	NORTH COUNTRY SPORTSWEAR	0.00	285528
HYLAND SOFTWARE, INC.	0.00	285492	NORTH PRAIRIE RURAL WATER DISTRICT	130.45	285653
HYLAND SOFTWARE, INC.	10,238.20	285617	NORTH PRAIRIE RURAL WATER DISTRICT	0.00	285529
INTOXIMETERS, INC.	0.00	285493	NORTHERN TESTING	640.00	285654
INTOXIMETERS, INC.	90.00	285618	NORTHERN TESTING	0.00	285530
J.D. POWER	0.00	285494	NORTHWEST TIRE AND RETREAD	7,044.52	285655
J.D. POWER	175.00	285619	NORTHWEST TIRE AND RETREAD	0.00	285531
KEVINS AUTO BODY	0.00	285495	PENWORTHY COMPANY, LLC	198.70	285656
KEVINS AUTO BODY	4,424.38	285620	PENWORTHY COMPANY, LLC		

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PICTOMETRY INTERNATIONAL CORP	0.00	285532	VISIT MINOT	0.00	285515
PICTOMETRY INTERNATIONAL CORP	32,976.00	285657	VISIT MINOT	1,515.53	285640
PITNEY BOWES RESERVE ACCOUNT	0.00	285533	WARD COUNTY DIVE TEAM	0.00	285563
PITNEY BOWES RESERVE ACCOUNT	1,000.00	285658	WARD COUNTY DIVE TEAM	2,000.00	285688
POST BOARD	0.00	285534	WARD COUNTY RECORDER	0.00	285564
POST BOARD	100.00	285659	WARD COUNTY RECORDER	20.00	285689
PRAIRIE SUPPLY	0.00	285535	WARD COUNTY TREASURER	0.00	285565
PRAIRIE SUPPLY	128.00	285660	WARD COUNTY TREASURER	29,565.00	285690
PRINGLE & HERIGSTAD, P.C.	0.00	285536	WATER BILLING ONE TIME PAY	0.00	285566
PRINGLE & HERIGSTAD, P.C.	2,225.45	285661	WATER BILLING ONE TIME PAY	0.00	285567
PROTECH INTEGRATIONS, LLC	0.00	285537	WATER BILLING ONE TIME PAY	37.58	285691
PROTECH INTEGRATIONS, LLC	44.97	285662	WATER BILLING ONE TIME PAY	13.22	285692
PROVIDENT LIFE & ACC INS CO	0.00	285538	WESTLIE FORD	0.00	285568
PROVIDENT LIFE & ACC INS CO	626.88	285663	WESTLIE FORD	2,331.96	285693
RDO EQUIPMENT	0.00	285539	WESTLIE TRUCK CENTER	0.00	285569
RDO EQUIPMENT	155.88	285664	WESTLIE TRUCK CENTER	611.31	285694
REFUND ONE TIME PAY	0.00	285540	MDU	96.88	10000860
REFUND ONE TIME PAY	0.00	285541	MDU	2.10	10000861
REFUND ONE TIME PAY	0.00	285542	MDU	59.15	10000862
REFUND ONE TIME PAY	753.00	285665	MDU	97.06	10000863
REFUND ONE TIME PAY	20.00	285666	MDU	814.41	10000864
REFUND ONE TIME PAY	7.21	285667	MDU	22.95	10000865
REPUBLIC PARKING SYSTEM	0.00	285543	MDU	337.79	10000866
REPUBLIC PARKING SYSTEM	24,332.94	285668	MDU	87.79	10000867
RODNEY BRIAN NEUHALFEN	0.00	285526	MDU	422.75	10000868
RODNEY BRIAN NEUHALFEN	50.00	285651	MDU	54.05	10000869
RON'S TRANSMISSION	0.00	285546	MDU	990.50	10000870
RON'S TRANSMISSION	65.00	285671	MDU	23.45	10000871
ROTARY CLUB OF MINOT	0.00	285547	MDU	712.00	10000872
ROTARY CLUB OF MINOT	66.00	285672	MDU	449.74	10000873
SANDY FLAGSTAD	0.00	285483	MDU	413.47	10000874
SANDY FLAGSTAD	20.00	285608	MDU	26.90	10000875
SANITATION PRODUCTS	0.00	285548	MDU	21.81	10000876
SANITATION PRODUCTS	1,023.21	285673	MDU	60.70	10000877
SOUTH DAKOTA CHILD SUPPORT	0.00	285549	MDU	82.49	10000878
SOUTH DAKOTA CHILD SUPPORT	188.31	285674	MDU	26.24	10000879
STATE WATER COMMISSION	0.00	285550	MDU	58.08	10000880
STATE WATER COMMISSION	514,112.13	285675	MDU	59.15	10000881
SUN LIFE FINANCIAL	0.00	285551	MDU	26.90	10000882
SUN LIFE FINANCIAL	73.00	285676	MDU	8,005.45	10000883
SWANSON & WARCUP, LTD	0.00	285552	MDU	979.54	10000884
SWANSON & WARCUP, LTD	9,491.50	285677	MDU	77.61	10000885
SWANSTON EQUIPMENT	0.00	285553	SRT COMMUNICATIONS	540.79	10000886
SWANSTON EQUIPMENT	87.50	285678	SRT COMMUNICATIONS	218.48	10000887
TEAM ELECTRONICS, INC.	0.00	285554	SRT COMMUNICATIONS	218.48	10000888
TEAM ELECTRONICS, INC.	218.45	285679	SRT COMMUNICATIONS	9.95	10000889
TERRY CLEMENTS	0.00	285462	SRT COMMUNICATIONS	657.93	10000890
TERRY CLEMENTS	0.00	285570	SRT COMMUNICATIONS	171.46	10000891
TERRY CLEMENTS	3,400.00	285587	SRT COMMUNICATIONS	0.96	10000892
THOMPSON ASANTE	0.00	285453	SRT COMMUNICATIONS	505.49	10000893
THOMPSON ASANTE	10.00	285578	SRT COMMUNICATIONS	2.88	10000894
TOBEN REPAIR	0.00	285555	SRT COMMUNICATIONS	614.20	10000895
TOBEN REPAIR	150.00	285680	SRT COMMUNICATIONS	0.96	10000896
TRAFFIC CONTROL CORPORATION	0.00	285556	SRT COMMUNICATIONS	77.27	10000897
TRAFFIC CONTROL CORPORATION	8,800.00	285681	SRT COMMUNICATIONS	635.50	10000898
TRINITY MEDICAL GROUP	0.00	285557	SRT COMMUNICATIONS	42.56	10000899
TRINITY MEDICAL GROUP	68.25	285682	SRT COMMUNICATIONS	510.18	10000900
ULTEIG	0.00	285558	SRT COMMUNICATIONS	1.92	10000901
ULTEIG	20,059.00	285683	SRT COMMUNICATIONS	294.72	10000902
UNITED MAILING SERVICE	0.00	285559	SRT COMMUNICATIONS	33.08	10000903
UNITED MAILING SERVICE	259.06	285684	SRT COMMUNICATIONS	451.68	10000904
UNUM LIFE INSURANCE	0.00	285560	SRT COMMUNICATIONS	554.52	10000905
UNUM LIFE INSURANCE	13,102.44	285685	SRT COMMUNICATIONS	1.92	10000906
VANTAGEPOINT TRANSFER -- 10###	0.00	285561	SRT COMMUNICATIONS	1.92	10000907
VANTAGEPOINT TRANSFER -- 10###	1,310.48	285686	SRT COMMUNICATIONS	88.00	10000908

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SRT COMMUNICATIONS	95.46	10000909	XCEL	1,055.82	10000974
SRT COMMUNICATIONS	0.96	10000910	XCEL	152.71	10000975
SRT COMMUNICATIONS	5.76	10000911	XCEL	344.52	10000976
SRT COMMUNICATIONS	2,269.36	10000912	XCEL	7.93	10000977
SRT COMMUNICATIONS	31.32	10000913	XCEL	512.70	10000978
SRT COMMUNICATIONS	67.74	10000914	XCEL	318.03	10000979
SRT COMMUNICATIONS	1.27	10000915	XCEL	9,472.52	10000980
SRT COMMUNICATIONS	1.13	10000916	XCEL	2,991.90	10000981
SRT COMMUNICATIONS	12.87	10000917	XCEL	33.67	10000982
SRT COMMUNICATIONS	52.08	10000918	GENERAL ONE TIME PAY	17,209.12	285695
SRT COMMUNICATIONS	24.79	10000919	3D SPECIALTIES, INC.	254.79	285696
SRT COMMUNICATIONS	27.36	10000920	ACTION MOVERS	3,622.75	285697
SRT COMMUNICATIONS	13.19	10000921	AIRPORT ASSN OF ND	1,400.00	285698
SRT COMMUNICATIONS	4.11	10000922	AMERICAN WELDING & GAS, INC.	4,798.44	285699
SRT COMMUNICATIONS	1.45	10000923	APEX ENGINEERING GROUP	3,448.70	285700
SRT COMMUNICATIONS	11.26	10000924	APH/AUTO VALUE	288.00	285701
SRT COMMUNICATIONS	16.46	10000925	AUTO-OWNERS INSURANCE COMPANY	1,431.00	285702
SRT COMMUNICATIONS	23.83	10000926	BAKKE GRINOLDS WIEDERHOLT	227.10	285703
SRT COMMUNICATIONS	17.83	10000927	BCBS	60.00	285704
SRT COMMUNICATIONS	8.96	10000928	BRAUN INTERTEC CORPORATION	2,556.00	285707
SRT COMMUNICATIONS	3.53	10000929	BRIAN BILLINGSLEY	122.08	285706
SRT COMMUNICATIONS	6.66	10000930	BUTLER MACHINERY CO.	28,023.21	285708
SRT COMMUNICATIONS	8.13	10000931	COMMUNITY AMBULANCE SERVICE	142.00	285709
SRT COMMUNICATIONS	351.11	10000932	CROWN ASSET MANAGEMENT, LLC	449.16	285773
XCEL	2,461.97	10000933	DACOTAH PAPER CO.	266.16	285710
XCEL	264.72	10000934	DAKOTA FLUID POWER, INC.	1,340.82	285711
XCEL	3,513.04	10000935	DAVIDSON CONSTRUCTION	2,600.00	285712
XCEL	8.62	10000936	DIVISION OF CHILD SUPPORT	102.00	285713
XCEL	39.73	10000937	DOMESTIC VIOLENCE CRISIS CENTE	874.29	285714
XCEL	1,055.41	10000938	ECOLAB PEST ELIMINATION DIVISION	393.60	285715
XCEL	16,728.89	10000939	EILEEN BEAN	14.00	285705
XCEL	10,375.48	10000940	EMPLOYEE ONE TIME PAY	165.00	285716
XCEL	8,062.60	10000941	ENERBASE	11,470.37	285717
XCEL	20.35	10000942	FACTORY MOTOR PARTS	851.03	285718
XCEL	69.27	10000943	FARSTAD OIL CO	18,408.66	285719
XCEL	1.43	10000944	FASTENAL COMPANY	7.00	285720
XCEL	6.91	10000945	FIRST DISTRICT HEALTH UNIT	521.64	285721
XCEL	121.90	10000946	FIRST INTERNATIONAL BANK & TRUST	620.00	285722
XCEL	145.02	10000947	FIRST WESTERN INSURANCE	370,283.00	285723
XCEL	37.39	10000948	FLEETMIND SOLUTIONS, INC.	1,987.50	285725
XCEL	8.35	10000949	GALE	269.15	285726
XCEL	35.78	10000950	GEFROH ELECTRIC	3,108.70	285727
XCEL	913.45	10000951	GENERAL ONE TIME PAY	5,028.00	285728
XCEL	603.22	10000952	GENERAL ONE TIME PAY	1,415.00	285729
XCEL	130.51	10000953	GENERAL TRADING	122.84	285730
XCEL	779.90	10000954	GERDAU RECYCLING	48.29	285731
XCEL	96.09	10000955	GILLIG, LLC	326.34	285732
XCEL	9.12	10000956	GRAINGER	1,449.03	285733
XCEL	35,915.96	10000957	GRAND FORKS FIRE EQUIPMENT	7,916.74	285734
XCEL	206.59	10000958	H&H TRUCKING	13,639.96	285735
XCEL	2,648.95	10000959	H.A. THOMPSON & SONS, INC.	5,600.00	285736
XCEL	5,247.63	10000960	HAWKINS, INC.	1,826.00	285737
XCEL	16,478.40	10000961	HP, INC.	999.00	285738
XCEL	23,029.29	10000962	INNOVATIVE OFFICE SOLUTIONS, LLC	18.89	285739
XCEL	5,324.43	10000963	INTERSTATE BATTERY SYSTEM	889.65	285740
XCEL	877.22	10000964	JOB SERVICES OF NORTH DAKOTA	9,381.20	285741
XCEL	132.31	10000965	JOHNSON CONTROLS	6,554.06	285742
XCEL	450.22	10000966	LANDRUM AND BROWN, INC.	4,750.00	285743
XCEL	20.05	10000967	LHOIST NORTH AMERICA OF MISSOURI	26,196.40	285744
XCEL	44.95	10000968	MAIN ELECTRIC CONSTRUCTION	3,725.68	285745
XCEL	232.71	10000969	MELANIE MOORE	23.50	285756
XCEL	3,971.83	10000970	MENARDS	13.75	285746
XCEL	89.72	10000971	MIDSTATES WIRELESS, INC.	505.00	285747
XCEL	23.21	10000972	MIDWEST TAPE	27.73	285748
XCEL	99.40	10000973	MILLER LAW OFFICE, P.C.	345.00	285749

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MINOT AUTO	1,826.44	285750	SHAUN SIPMA	521.27	285785
MINOT DAILY NEWS	488.68	285751	SIMTECH, INC.	360.00	285784
MINOT EMPLOYEE DONATIONS	778.00	285752	SOARING EAGLE OUTERWEAR, LLC	65.00	285786
MINOT LUMBER	1,093.31	285753	SOLTIS BUSINESS FORMS CO.	209.44	285787
MINOT SASH & DOOR, INC.	3,850.00	285754	SOURIS RIVER JOINT WATER RESOURCE	219,954.39	285788
MINOT'S FINEST COLLISION CENTER	983.42	285755	SOUTH DAKOTA CHILD SUPPORT	188.31	285789
MOWBRAY & SONS	4,427.00	285757	STATE WATER COMMISSION	29,245.76	285790
MUNICODE	950.00	285758	SUNDRE SAND & GRAVEL, INC.	13,535.83	285791
NAPA AUTO PARTS	2,609.05	285759	SWANSTON EQUIPMENT	495.35	285792
NATIONAL PAYMENT CORPORATION	532.78	285760	THATCHER COMPANY, INC.	10,220.29	285793
ND DEPT OF TRANSPORTATION	3,080.81	285761	THORSRUD SUPPLY CO., INC.	673.00	285794
ND FRATERNAL ORDER OF POLICE	675.00	285762	TIMMONS GROUP	23,424.78	285795
ND ONE CALL, INC.	203.50	285763	TYLER TECHNOLOGIES, INC.	13,300.00	285796
NDDEQ	37.08	285764	U.S. POST OFFICE	5,000.00	285797
NEBRASKA CHILD SUPPORT PAYMENT	563.08	285765	UNITED MAILING SERVICE	321.15	285798
NET TRANSCRIPTS	107.51	285766	UPS STORE #1423	20.82	285799
NEWMAN TRAFFIC SIGNS	4,073.41	285767	VANTAGEPOINT TRANSFER -- 10###	524.19	285800
NORTHERN PLUMBING & HEATING, INC.	201.70	285768	VERIZON WIRELESS	16.02	285801
NORTHWEST TIRE AND RETREAD	1,894.45	285769	VILLAGE FAMILY SERVICE CENTER	3,172.50	285802
OLSON'S TOWING	1,260.00	285770	VISIT MINOT	13,096.40	285803
PROLAWN	676.80	285771	WATER BILLING ONE TIME PAY	4.79	285804
RALPH'S PLUMBING	246.34	285772	WATER BILLING ONE TIME PAY	8.69	285805
REFUND ONE TIME PAY	928.50	285774	WATER BILLING ONE TIME PAY	3.83	285806
REFUND ONE TIME PAY	110.00	285775	WATER BILLING ONE TIME PAY	7.19	285807
REFUND ONE TIME PAY	20.00	285776	WATER BILLING ONE TIME PAY	8.69	285808
REFUND ONE TIME PAY	1,096.00	285777	WATER BILLING ONE TIME PAY	29.72	285809
REFUND ONE TIME PAY	1,174.00	285778	WATER BILLING ONE TIME PAY	10.94	285810
REFUND ONE TIME PAY	837.50	285779	WESTLIE FORD	866.54	285811
REFUND ONE TIME PAY	20.00	285780	WESTLIE TRUCK CENTER	1,259.27	285812
REPUBLIC PARKING SYSTEM	25,521.34	285781	WSI CLAIM	140.00	285813
ROCKMOUNT RESEARCH AND ALLOY	1,734.20	285782	TOTAL	2,608,850.3	
SANDY FLAGSTAD	20.00	285724		7	
SANITATION PRODUCTS	7,807.04	285783			

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

### **ORDINANCE NO. 5573 – REZONE OUTLOT 31, NE ¼, SW ¼, SECTION 21, TOWNSHIP 155 NORTH, RANGE 83 WEST – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5573 on second reading to change the zone from “AG” Agricultural District to “P” Public Zone on Outlot 31 of the NE ¼ SW ¼ Section 21, Township 155 North, Range 83 West. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5573 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5574 – REZONE SUBDIVISION OF LOT 2 BLOCK 20 PRAIRIE GREEN SECOND ADDITION LOT A LESS PORTION TO LOT 1 HIGHLAND PLAZA ADDITION – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5574 on second reading for a zoning district change from “C4” Planned Commercial District to “C2” on Subdivision of Lot 2 Block 20 Prairie Green Second Addition Lot A Less Portion to Lot 1 Highland Plaza Addition. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5574 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5575 – REZONE LOTS 4 & 5 THOMPSONS SIXTH PLAT – SECOND READING – APPROVED**

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Alderman Ross moved the City Council place ordinance no. 5575 on second reading for a zoning district change from “R3” Multiple Residence District to “RM” Medium Density Residential District for Lots 4 & 5, Thompsons Sixth Plat. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5575 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5576 – AMEND THE 2021 ANNUAL BUDGET GPS RECEIVER (4586) – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5576 on second reading to amend the 2021 annual budget to increase the Engineering Capital Equipment purchases expenditures for the purchase of a GPS receiver with funds that were allocated in 2019 and 2020. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5576 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5577 – AMEND THE 2021 ANNUAL BUDGET- NDDDES FY 2020 STATE HOMELAND SECURITY GRANT PROGRAM – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5577 on second reading amending the 2021 annual budget to increase equipment and training expenditures and revenues for the award of the FY2020 State Homeland Security Grant. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5577 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5578 – AMEND THE 2021 ANNUAL BUDGET- CHANGE MANAGEMENT TEAM BUDGET – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5578 on second reading amending the 2021 annual budget to increase General Fund and Water Sewer travel expenses for Change Management Team supplies and approve the transfer of General Fund cash reserves. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5578 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5579 – AMEND THE 2021 ANNUAL BUDGET- VOLKSWAGEN SETTLEMENT GRANT AWARD – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5579 on second reading to amend the 2021 annual budget to increase the Fire Department Capital Equipment purchases expenditures and State Capital revenue for the purchase of a new fire truck to be funded 50% by the state Volkswagen Settlement Funding grant. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5579 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5580- BUDGET AMENDMENT TO COVER TAX LEVY SHORTFALL – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5580 on second reading to amend the 2021 annual budget to transfer General Fund cash reserves to fund the property tax levy deficit in the General, Airport, Library, Cemetery, Debt, Equipment and Public Transportation Funds. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5580 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

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### **ORDINANCE NO. 5581- AMEND THE 2021 ANNUAL BUDGET- MUNIS AND CITYWORKS INTEGRATION (4423) – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5581 on second reading to amend the 2021 annual budget to increase the Engineering Department's data processing expenditures for the purchase of integration services to be use with the citywide asset management software with the use of General Fund cash reserves. Motion seconded by Alderwoman Evans and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5581 on second reading. Motion seconded by Alderwoman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **MINOT STATE UNIVERSITY LICENSE – MSU BEAVER BOOSTER CLUB DBA MINOT STATE UNIVERSITY – APPROVED**

Alderman Ross moved the City Council approve the MSU License for MSU Beaver Booster Club dba Minot State University.

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

### **ENTERPRISE FUND POLICY FOR AGREEMENT BETWEEN CITY OF MINOT & MINOT CONVENTION AND VISITORS BUREAU (MCVB) – APPROVED**

Alderman Pitner moved the City Council grant approval of the Enterprise Fund Policy pertaining to the December 21, 2020 Enterprise Agreement with Minot Convention and Visitors Bureau, Inc. (MCVB). Motion seconded by Alderman Ross.

Alderman Ross asked about the timing and eligibility of certain events. The City Attorney said, a subcommittee reviews the event before it takes place. Visit Minot then works with the event and the City reimburses expenses after the event occurs.

Stefanie Schoenrock, MCVB Executive Director, explained that they work with the event ahead of time. The Pro Forma provided describes the required number of hotel rooms, the percentage of attendance from out-of-town and it must be a new or expanded event to be considered for funding. Visit Minot will work with events to provide guidance and ensure the requirements are met before funding could be considered.

Alderman Ross requested clarification on a new rodeo the State Fair has applied for, and whether it would be eligible since it has not yet taken place. Ms. Schoenrock said yes, as long as the event is new or expanded and has not happened yet, they could be eligible for funds.

They then discussed the module developed by Tourism Economics, which will be used to determine the economic impact of an event. It takes into account hotel rooms and the amount of money participants will pay but it doesn't account for some of the multipliers and in-kind services. It considers direct spending.

Alderwoman Evans moved to amend the policy to include "gender identity or expression" in the paragraph on page three. Motion seconded by Alderman Podrygula and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

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

### **CITY HALL REHABILITATION CONSULTANT SELECTION (4466) – APPROVED**

Alderman Pitner moved the City Council select JLG as the architectural consultant for the City Hall Rehabilitation project, authorize the City Engineer to negotiate a scope and fee and authorize the Mayor to sign the agreement. Motion seconded by Alderwoman Olson.

Alderman Podrygula emphasized the importance of gaining input from all staff, the City Council, and the public regarding the new City Hall. He said that it has been viewed as a staff issue in the past whereas he wants to see a broad-based effort for the building, which represents the entire community.



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The City Engineer assured, there would be several opportunities for input. There are a few check-in points built into the process as well as plans for a community open house.

Alderman Ross asked about the current tenants and the condition of the building. Mr. Meyer responded by saying, the building is in good shape but staff is doing some basic cleaning. They met with the tenants to discuss security and other issues and the tenants seem happy with the City's presence. They will discuss construction impacts in the future as well as continue regular communication.

Alderman Podrygula asked for a timeline for the project, to which Mr. Meyer said, it is early in the process but they will work to determine the space needs this spring and should be able to work on designs during the summer so that construction documents would be available for a public bid this fall. They envision about one year of construction so it would be reasonable to assume occupancy around the new year of 2023.

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

### **PERSONAL APPEARANCES**

None

### **MISCELLANEOUS & DISCUSSION**

Alderman Ross mentioned the State Class B Basketball Tournament taking place in Minot as well as the Ag Show and the Sports Show at the Fairgrounds. He encouraged everyone to welcome visitors who will be in town for the events. He then wished good luck to the local basketball teams and to Minot High for the Regional Tournament.

### **ADJOURNMENT**

There being no further business, Alderman Ross moved the City Council meeting be adjourned. Motion seconded by Alderman Jantzer and carried unanimously. Meeting adjourned at 6:14 pm.

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

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