

**April 4, 2022 Regular City Council Meeting**

**MINOT CITY COUNCIL – SCHEDULED MEETING – April 4, 2022 AT 5:30 P.M.**

**ROLL CALL**

Members Present:

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

Members Absent:

None

**PLEDGE OF ALLEGIANCE**

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

**MAYORAL REPORT**

March

9<sup>th</sup> – MACEDC Board Meeting

10<sup>th</sup> – TF21 USAF Major General Andrew Gebara, Commander 8<sup>th</sup> Air Force at MAFB

11<sup>th</sup> – Hostfest Sister City Relation Meeting

12<sup>th</sup> – MC 2022 Polar Plunge – Special Olympics

12<sup>th</sup> – Class-A Girls State Tournament Championship Game

CONGRATULATIONS MINOT MAJETTES STATE CHAMPIONS

12<sup>th</sup> – Class-A Boys State Tournament Championship Game

CONGRATULATIONS MINOT MAGICIANS STATE CHAMPIONS

14<sup>th</sup> – Task Force 21 Board Meeting

15<sup>th</sup> – State B Boys Basketball Tournament, MSU Dome

21<sup>st</sup> – Ward County Weed Board Meeting

21<sup>st</sup> – GBSD Missile Community Leadership Connection – Zoom

21<sup>st</sup> – Norsk Hostfest Performer Video Announcements

21<sup>st</sup> – Regular City Council Meeting

22<sup>nd</sup> – State Water Topics Committee Testimony, State Capital in Bismarck

28<sup>th</sup> – CDBG-NDR Projects Update with ND Commerce Department

30<sup>th</sup> – MACEDC Executive Director Candidate Interviews

April

1<sup>st</sup> – Excel Energy Leadership Update Meeting

2<sup>nd</sup> – Melayna Strand – Miss ND Teen Volunteer of the Year Crowning & Achievement Recognition

**MAYORAL APPOINTMENT**

Alderwoman Olson moved the City Council confirm the appointment of Rachele Sian to the Renaissance Zone Review Board for a term to expire December 31, 2024.

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

**PROCLAMATIONS**

Mayor Sipma proclaimed April 10-16, 2022 National Public Safety Telecommunicator's Week.

Mayor Sipma proclaimed April Sexual Assault Awareness Month.

Mayor Sipma proclaimed April 3-9, 2022 as National Library Week.

## CITY MANAGER REPORT

The City Manager provided a written update describing events and activities for various departments. Harold Steward also mentioned for transparency that his Son-in-Law is an applying at the Minot PD and there is no preference due to the relationship with the City Manager.

## CITY ATTORNEY REPORT

The City Attorney submitted a written report to the City Council.

## COUNCIL MINUTES – APPROVED

Alderman Olson moved the City Council approve the minutes of March 21, 2022 Regular City Council meeting.

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

## AMENDED CITY COUNCIL MINUTES

Alderman Olson moved the City Council approve the amended minutes from the following Regular City Council meetings.

1. September 20, 2021
2. November 15, 2021
3. December 20, 2021
4. January 3, 2022
5. March 7, 2022

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

## BILLS, TRANSFERS, AND PAYROLL

Alderman Olson moved the City Council approve payroll for the period of February 13, 2022 through March 12, 2022 in the amount of \$2,176,951.40 and bills and transfers for March in the amount of \$5,236,729.95.

AAAE	\$150.00	290693	BRAVERA BANK	\$58,975.72	290830
ACKERMAN ESTVOLD	\$35,268.57	290694	BRAVERA BANK	(\$58,975.72)	1E+08
ADVANCED BUSINESS METHODS	\$1,892.38	290695	AAAE	\$150.00	290831
AMERICAN WELDING & GAS, INC.	\$4,685.63	290696	ADVANCED BUSINESS METHODS	\$525.72	290832
AMERITAS LIFE INSURANCE CORP	\$1,826.56	290697	AIRSIDE SOLUTIONS	\$1,513.67	290833
APEX ENGINEERING GROUP	\$1,445.00	290698	AQUA-PURE, INC.	\$2,990.00	290834
APH/AUTO VALUE	\$148.99	290699	ARAMARK	\$86.53	290835
ARAMARK	\$86.53	290700	BAKKE GRINOLDS WIEDERHOLT	\$323.68	290836
ASSETWORKS	\$7,783.65	290701	BALCO UNIFORM COMPANY, INC.	\$163.00	290837
BAKKE GRINOLDS WIEDERHOLT	\$4,073.90	290702	BCBS	\$150.00	290838
BALCO UNIFORM COMPANY, INC.	\$5,048.29	290703	BILL SAND	\$1,610.00	290935
BMI GENERAL LICENSING	\$368.00	290705	BLUETARP FINANCIAL, INC.	\$54.55	290840
BORDER STATES INDUSTRIES, INC.	\$151.66	290706	BUTLER MACHINERY CO.	\$66.50	290842
BULLARD-WOLF, CHRISTINA	\$70.20	290707	CITY OF MINOT	\$985.00	290908
BUTLER MACHINERY CO.	\$726.00	290708	CIVICPLUS	\$8,914.65	290843
CAR CARE EXPRESS	\$330.00	290709	COLE STRANDEMO	\$355.50	290944
CDM SMITH	\$112,214.70	290710	CREATIVE PRINTING	\$35.00	290844
CHRISTIANSON HEATING & AIR	\$895.65	290711	DACOTAH PAPER CO.	\$1,521.68	290845
CITY OF MINOT	\$1,175.00	290774	DAKOTA FIRE EXTINGUISHER	\$41,561.83	290846
COLONIAL LIFE	\$2,291.76	290712	DANNY RAYMOND	\$634.50	290930
CORE & MAIN	\$3,351.81	290713	DELL MARKETING L.P.	\$4,818.00	290847
CPS, LTD	\$5,216.75	290714	DIVISION OF CHILD SUPPORT	\$102.00	290848
CUSTOM TRUCK EQUIPMENT INC	\$3,997.31	290715	DORSEY & WHITNEY	\$19,411.90	290849
DACOTAH PAPER CO.	\$8,625.89	290716	DR TRANSPORT, INC.	\$11,129.60	290851

DAKOTA FENCE	\$2,700.00	290717	DUDE SOLUTIONS, INC.	\$1,873.37	290852
DAKOTA FLUID POWER, INC.	\$1,027.55	290718	ECOLAB PEST ELIMINATION DIVISION	\$144.59	290853
DAN JONASSON	\$20.00	290750	Alex Choi	\$344.23	290854
DAVID RODMAN	\$225.80	290799	Duran Bischof	\$503.70	290855
DEERE CREDIT, INC.	\$37,744.96	290748	James Dockter	\$29.50	290856
DIVISION OF CHILD SUPPORT	\$102.00	290719	Justin Smestad	\$503.70	290857
DOMESTIC VIOLENCE CRISIS CENTER	\$736.89	290720	ENERBASE	\$46,197.24	290858
EAPC	\$2,953.40	290721	ENVIRONMENTAL PRODUCTS & ACCESS	\$2,217.16	290859
ECOLAB PEST ELIMINATION DIVISION	\$393.60	290722	FACTORY MOTOR PARTS	\$562.26	290860
EILEEN BEAN	\$18.14	290704	FARSTAD OIL CO	\$2,699.05	290861
ELDORADO NATIONAL - CALIFORNIA	\$1,021.32	290723	FASTENAL COMPANY	\$195.93	290862
EMERGENCY AUTOMOTIVE TECHNOLOGIES	\$5,088.19	290724	FIRST INTERNATIONAL BANK & TRUST	\$650.00	290863
Susan Schmidt	\$86.00	290725	FLEETMIND SOLUTIONS, INC.	\$1,987.50	290864
ENERBASE	\$26,681.81	290726	GAFFANEYS	\$159.90	290865
FACTORY MOTOR PARTS	\$1,030.88	290727	GALE	\$265.40	290866
FARSTAD OIL CO	\$31,397.83	290728	GALLS, LLC	\$463.37	290867
FASTENAL COMPANY	\$160.65	290729	Celene E. Marx	\$20.00	290868
FEDEX	\$31.65	290730	Dina Goodman	\$50.00	290869
FIRST INTERNATIONAL BANK & TRUST	\$650.00	290731	Driver and Vehicle Services	\$10.50	290870
GALLS, LLC	\$927.67	290732	EZ Money	\$10.00	290871
Brookings Public Library	\$13.00	290734	Karlee Schmidt	\$25.00	290872
Bruce Bibow	\$1,483.74	290735	Karlee Schmidt	\$60.00	290873
Jacob Hundley	\$1,025.50	290736	Madison Huff	\$200.00	290874
Sarah Baldwin	\$60.29	290737	Maryann Broberg	\$20.00	290875
GENERAL TRADING	\$76.44	290738	Randy Hollbach	\$5.00	290876
GERDAU RECYCLING	\$17.49	290739	GENERAL TRADING	\$789.76	290877
GREAT PLAINS TECHNICAL SERVICES	\$400.00	290740	GERDAU RECYCLING	\$343.55	290878
HARBOR FREIGHT TOOLS	\$789.99	290741	GILLIG, LLC	\$782.82	290879
HAWKINS, INC.	\$3,920.26	290742	GRAPHICS LETTERING & TRIM	\$1,440.00	290880
HOUSTON ENGINEERING, INC.	\$44,938.78	290743	GRAYBAR	\$493.86	290881
INFORMATION TECHNOLOGY DEPARTMENT	\$3,502.35	290744	HAWKINS, INC.	\$1,960.13	290882
INTERSTATE BATTERY SYSTEM	\$1,079.70	290745	HOBBY LOBBY	\$50.00	290883
J.J. KELLER & ASSOCIATES, INC	\$1,342.05	290746	HOUSTON ENGINEERING, INC.	\$7,595.10	290884
JAELEE GARDINER	\$18.02	290733	INFORMATION TECHNOLOGY DEPARTMENT	\$3,527.44	290885
JLG ARCHITECTS	\$4,542.00	290747	J.J. KELLER & ASSOCIATES, INC	\$82.04	290886
JOHNSON CONTROLS	\$101.34	290749	JEROMES COLLISION CENTER	\$2,106.00	290887
KLJ ENGINEERING, LLC	\$7,963.80	290751	JERRY'S REPAIR & ALIGNMENT	\$85.00	290888
KRISTOPHER GORDON LIEN	\$576.75	290754	JIMS WELDING, INC.	\$1,172.41	290889
LANDRUM AND BROWN, INC.	\$2,000.00	290752	KELLER PAVING AND LANDSCAPING	\$1,750.00	290890
LHOIST NORTH AMERICA OF MISSOURI	\$45,765.95	290753	KIWANIS CLUB OF MINOT	\$150.00	290891
LOWES PRINTING, INC.	\$30.00	290755	LANCE LENTON	\$4,000.00	290850
MACEY WANTZ	\$70.20	290821	LANDMARK STRUCTURES	\$74,535.00	290892
MACQUEEN EMERGENCY GROUP	\$67.07	290756	LEARNING OPPORTUNITIES, INC.	\$1,352.97	290893
MAIN ELECTRIC CONSTRUCTION	\$10,269.81	290757	LHOIST NORTH AMERICA OF MISSOURI	\$23,043.83	290894
MARCO, INC.	\$259.84	290758	LOWES PRINTING, INC.	\$215.00	290895
MARCO, INC.	\$391.64	290759	MAGIC CITY DISCOVERY CENTER	\$358,031.23	290897
MASIMO AMERICAS, INC.	\$1,766.32	290760	MAGIC MILE WELDING	\$300.00	290898
MATTHEW PAPPENFUS	\$135.70	290786	MAIN ELECTRIC CONSTRUCTION	\$4,081.74	290899
MELANIE MOORE	\$83.00	290775	MARIA ROMANICK	\$344.23	290933
MENARDS	\$62.21	290761	MELANIE MOORE	\$45.00	290910
MESSERLI & KRAMER PA	\$453.82	290762	MENARDS	\$349.36	290900
MIDWEST TAPE	\$108.45	290764	MESSERLI & KRAMER PA	\$453.32	290901
MILLER LAW OFFICE, P.C.	\$105.00	290765	MIDWEST TAPE	\$180.46	290902
MINOT ASSOC. OF BUILDERS	\$8.00	290766	MILLER LAW OFFICE, P.C.	\$918.65	290903

MINOT AUTO	\$1,237.20	290767	MINOT AREA CHAMBER EDC	\$36,250.00	290896
MINOT COMMISSION ON AGING	\$38,625.00	290768	MINOT AREA COUNCIL OF THE ARTS, INC	\$3,333.33	290904
MINOT DAILY NEWS	\$931.92	290769	MINOT AUTO	\$595.56	290905
MINOT ELECTRIC	\$134.00	290770	MINOT DAILY NEWS	\$2,536.23	290906
MINOT EMPLOYEE DONATIONS	\$763.14	290771	MINOT EMPLOYEE DONATIONS	\$732.60	290907
MINOT PARK DISTRICT	\$61,256.74	290772	MOORE ENGINEERING, INC	\$140.00	290909
MINOT RURAL FIRE DEPT	\$660.56	290773	MOWBRAY & SONS	\$490.00	290911
MOWBRAY & SONS	\$5,561.13	290776	NAPA AUTO PARTS	\$1,521.43	290912
NAPA AUTO PARTS	\$1,388.74	290777	NATIONAL PAYMENT CORPORATION	\$138.88	290913
ND CHILD SUPPORT	(\$25.00)	290778	ND DEPT OF TRANSPORTATION	\$11.50	290914
ND DEPT OF TRANSPORTATION	\$11.50	290779	ND DEPT OF TRANSPORTATION	\$5.00	290915
ND FRATERNAL ORDER OF POLICE	\$662.50	290780	ND DEPT OF TRANSPORTATION	\$11.50	290916
NEBRASKA CHILD SUPPORT PAYMENT	\$563.08	290781	ND FRATERNAL ORDER OF POLICE	\$662.50	290917
NEWMAN TRAFFIC SIGNS	\$3,784.77	290782	ND ONE CALL, INC.	\$131.60	290918
NORTH COUNTRY SPORTSWEAR	\$586.54	290783	ND STATE PLUMBING BOARD	\$120.00	290919
NORTHERN TESTING	\$740.00	290784	NELSON AUTO CENTER	\$39,107.38	290920
NORTHWEST TIRE AND RETREAD	\$1,548.73	290785	O'DAY EQUIP., INC.	\$1,585.54	290921
PERFORMANCE KENNELS, INC	\$16,795.00	290787	OK AUTOMOTIVE	\$311.44	290922
PHIL SCHULTZ	\$400.00	290802	OLSON'S TOWING	\$2,867.00	290923
POSTMASTER	\$265.00	290817	PEI	\$20.00	290924
POWER PROCESS EQUIPMENT	\$861.78	290788	POSTMASTER	\$1,340.00	290925
PRAIRIE SUPPLY	\$312.50	290789	POWER PROCESS EQUIPMENT	\$432.39	290926
PROTECH INTEGRATIONS, LLC	\$99.97	290790	PROCOLLECT	\$539.07	290927
PROVIDENT LIFE & ACC INS CO	\$579.20	290791	PROTECH INTEGRATIONS, LLC	\$44.99	290928
PURE POWERSPORTS	\$2,194.38	290792	RAILROAD MANAGEMENT COMPANY III,LLC	\$313.34	290929
RDO EQUIPMENT	\$6,091.76	290794	RDO EQUIPMENT	\$12,985.66	290931
RDO EQUIPMENT CO	\$180.16	290793	FOX, TIMOTHY	\$20.00	290932
BOSCH, EDWARD	\$7.36	290795	RONDEL ROTELIUK	\$66.71	290934
HOFER, COLLEEN	\$10.00	290796	SANITATION PRODUCTS	\$76.73	290936
Unifi Aviation Services	\$2,200.00	290797	SERTOMA CLUB OF MINOT	\$105.00	290937
RHI SUPPLY	\$475.17	290798	SIGNS TODAY	\$672.45	290938
SAFE SOFTWARE, INC.	\$450.00	290800	SOURIS RIVER JOINT WATER RESOURCE	\$220,979.17	290939
SANITATION PRODUCTS	\$8,511.04	290801	SOUTH DAKOTA CHILD SUPPORT	\$188.31	290940
SHARE CORPORATION	\$3,046.30	290803	SRF CONSULTING GROUP	\$2,841.29	290941
SOLTIS BUSINESS FORMS CO.	\$531.55	290804	STATE WATER COMMISSION	\$120,824.40	290942
SOURIS BASIN PLANNING COUNCIL	\$1,250.00	290805	STEIN'S, INC.	\$46.00	290943
SOUTH DAKOTA CHILD SUPPORT	\$188.31	290806	SUNDRE SAND & GRAVEL, INC.	\$5,226.62	290945
SRF CONSULTING GROUP	\$4,972.38	290807	SWANSTON EQUIPMENT COMPANIES	\$1,651.40	290946
SUNDRE SAND & GRAVEL, INC.	\$14,598.74	290808	TARGET	\$50.00	290947
SWANSTON EQUIPMENT COMPANIES	\$4,286.02	290809	TAYSON BENJAMIN	\$10.00	290839
TEAM ELECTRONICS, INC.	\$70.00	290810	TED BOLTON	\$625.00	290841
TODD FERM CONSTRUCTION, LLC	\$2,850.00	290811	THATCHER COMPANY	\$20,118.00	290948
TODD MICKELSON	\$50.00	290763	THOMSON REUTERS-WEST PAYMENT CENTER	\$363.00	290949
TRINITY HEALTH	\$2,127.00	290812	TIMMONS GROUP	\$24,342.10	290950
U.S. POST OFFICE	\$5,000.00	290813	TITAN MACHINERY	\$381.39	290951
UNIFORM CENTER	\$255.00	290814	TRINITY HEALTH	\$10.00	290952
UNITED MAILING SERVICE	\$209.06	290815	UNIFORM CENTER	\$270.00	290953
UNUM LIFE INSURANCE	\$13,285.99	290816	UNITED MAILING SERVICE	\$267.48	290954
VANTAGEPOINT TRANSFER -- 10###	\$552.03	290818	VANTAGEPOINT TRANSFER -- 10###	\$552.03	290955
VISIT MINOT	\$14,804.41	290819	VERIZON WIRELESS	\$53.86	290956
WALLWORK TRUCK CENTER	\$502.81	290820	WARD COUNTY AUDITOR	\$17,665.00	290957
WARD COUNTY AUDITOR	(\$17,350.00)	290822	PANKOWSKI, ANDRVEJ	\$3.32	290958
BARTKE, KATHLEEN	\$4.08	290823	PERKINS, KYLE & AUBRIE	\$10.21	290959
BONNESS, KEVIN & ANGIE	\$100.00	290824	ROGERS, AMY OR MATTHEW	\$66.60	290960

HILL, MARSHALL J	\$169.37	290825	WALLSTRUM, TAYLER	\$20.92	290961
KLEIN, TREVIN	\$4.08	290826	WESTLIE FORD	\$219.93	290962
WESTLIE FORD	\$871.21	290827	WESTLIE TRUCK CENTER	\$6,101.40	290963
WESTLIE TRUCK CENTER	\$645.03	290828	WILLIAM E. YOUNG CO., INC.	\$850.21	290964
BRYAN T. ALEXANDER	\$359.74	290829	DANIEL BATTEIGER	\$5,374.90	290965
			VISIT MINOT	\$33,708.43	290966

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

**ADMINISTRATIVE APPROVALS – APPROVED**

Alderman Olson moved the City Council approve the following administrative approval requests:

1. Guns & Hoses Charity Hockey Game to conduct a raffle on April 9, 2022 at the Maysa Arena (2501 Burdick Exwy West).
2. Minot Social Club for Exceptional Persons, Inc, 2nd Story to conduct a raffle on April 29, 2022 at Off the Vine (15 Main St S).
3. Minot State University Staff Senate to conduct a calendar raffle on May 9th-13th, 2022 at Minot State University (500 University Ave W).
4. Minot High School Renaissance to conduct a raffle April 21, 2022 at Magic City Campus (1100 11th Ave SW).
5. Gymagic Gymnastics to conduct a raffle on May 5, 2022 at Gymagic Gymnastics (5645 18th Ave SE).
6. Special Event Permit for VennMitchell, Inc dba The Landing Bar & Bottle Shop (420 3rd Ave SW).

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

**ORDINANCE NO. 5717 – AMENDING 2022 BUDGET – AIRPORT LANDRUM BROWN CONTRACT - APPROVED**

Alderman Olson moved the City Council approve ordinance No. 5717 to amend the 2022 annual budget to increase the Airport consultant expenses for the consultation assistance for the Airlines Contract negotiations, which will be funded with Airport Coronavirus Response Grant (ACRGP) Funds.

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

**ORDINANCE NO. 5718 – AMENDING 2022 BUDGET – GARBAGE COLLECTION TRUCK REPAIR - APPROVED**

Alderman Olson moved the City Council approve ordinance No. 5718 to amend the 2022 annual budget to increase the Garbage Collection vehicle and equipment repair expenditures for the repair of a Garbage Collection vehicle and approve the use of Sanitation cash reserves.

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

**ORDINANCE NO. 5719 – REZONE LOTS 1 AND 2 – BAKERS REARRANGEMENT – APPROVED**

Alderman Olson moved the City Council approve ordinance No. 5719 rezoning Lots 1 & 2, Bakers Rearrangement of a portion of Lots 1, 2, 3, 11, and 12, Block 30, First Addition to the City of Minot from “M1” Light Industrial District to “CBD” Central Business District.

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

**ORDINANCE NO. 5720 – REZONING OUTLOTS 4, 6, & 7 OF SECTION 25-155N-83W – “C2” TO “C2” WITH “PUD OVERLAY” – APPROVED**

Alderman Olson moved the City Council approve ordinance No. 5720 rezoning Lots 4, 6 & 7 of SW ¼ SW ¼ Less Parcel 1-7A of Section 25, Township 155 North, Range 83 West from just “C2” General Commercial District to “C2” General Commercial District with a “PUD Overlay” Planned Unit Development.

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

**ORDINANCE NO. 5721 – TEXT AMENDMENT – AMENDING LAND DEVELOPMENT ORDINANCE – APPROVED**

Alderman Olson moved the City Council approve ordinance No. 5721 amending the Land Development Ordinance of the City of Minot.

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

**GAMING SITE AUTHORIZATION – AMERICAN FOUNDATION FOR WILDLIFE- APPROVED**

Alderman Olson moved the City Council approve the gaming site authorization for the American Foundation for Wildlife to conduct electronic pull tab devices and pull-tab dispensing devices at the Landing Bar and Bottle Shop during the License year of July 1, 2022 through June 30, 2023.

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

**GAMING SITE AUTHORIZATION – BISHOP RYAN CATHOLIC SCHOOL - APPROVED**

Alderman Olson moved the City Council approve the gaming site authorization for Bishop Ryan Catholic School to conduct raffles at Bishop Ryan Catholic School during the license year of July 1, 2022 through June 30, 2023.

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

**MINOR PLAT LOGISTICS PARK OF NORTH DAKOTA FIRST ADDITION – APPROVED**

Alderman Olson moved the City Council approve a minor subdivision plat as provided in Attachment A to create the Logistics Park of North Dakota First Addition, being a replat of Outlots 80, 81, and 83, of the NW ¼ of Section 21, Township 155 North, Range 82 West, Ward County North Dakota.

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

**MAJOR SUBDIVISION FINAL PLAT: LARSON'S SUBDIVISION – APPROVED**

Alderman Olson moved the City Council approve a major subdivision final plat as provided in Attachment A to create Larson's Subdivision Addition, being a plat of the SE 1/4 of Section 30, Township 156 North, Range 82 West, Ward County, North Dakota.

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

**2022 PAVEMENT MANAGEMENT PLAN – CONSULTANT SELECTION (4680) – APPROVED**

Alderman Olson moved the City Council approve the selection of Infrastructure Management Services to perform all consulting services for the project; authorize the City Engineer to negotiate a scope and fee for services; and authorize the Mayor to sign the contract.

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

**2022 SANITARY SEWER REHAB AWARD OF BID (PROJECT 4633) – APPROVED**

Alderman Olson moved the City Council award the bid for the 2022 Sanitary Sewer Rehab Project to Insituform Technologies USA, LLC for the lowest bid of \$602,377.90; and authorize the mayor to sign contract documents on behalf of the City.

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

**2022 STREET IMPROVEMENT – CONTRACT 2 – AWARD OF BID (4623.2) – APPROVED**

Alderman Olson moved the City Council award the bid for the 2022 Street Improvement - Contract 2 to the low bidder, Minot Paving Co., Inc. in the amount of \$1,459,521.90; approve the Budget Amendment ordinance on first reading; and authorize the Mayor to sign the Agreement.

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

**APPROVE SECOND AMENDMENT TO SUB-RECIPIENT AGREEMENT WITH PROJECT BEE FOR FAMILY HOMELESS SHELTER PROJECT – APPROVED**

Alderman Olson moved the City Council approve second amendment to sub-recipient agreement with Project BEE authorizing an additional \$306,675.00 in NDR funding towards the Family Homeless Shelter project.

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

**BURDICK EXPRESSWAY VIADUCT IMPROVEMENTS CPM AGREEMENT (4563) – APPROVED**

Alderman Olson moved the City Council approve the Cost Participation and Maintenance (CPM) agreement with the NDDOT; and authorize the Mayor to sign the agreement.

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

**2019 STATE HOMELAND SECURITY GRANT (SHSG) FUNDS- (2020300001/FD0105) – APPROVED**

Alderman Olson moved the City Council amend the 2022 Annual Budget to increase general fund and equipment funds and revenues and expenditures for unused FY2019 State Homeland Security Grant funds.

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

**NDDDES 2021 STATE HOMELAND SECURITY GRANT (2022300003/FD0118) – APPROVED**

Alderman Olson moved the City Council provide authorization to accept the North Dakota Department of Emergency Services (NDDDES) FY2021 State Homeland Security Grant; authorize the Mayor to sign the award; and amend the 2022 Annual Budget to increase the general fund and capital equipment fund Fire Department revenues and expenditures for a State Homeland Security Grant.

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

**NDDDES 2021-22 HMEP TRAINING GRANT (2022300004/FD0119) – APPROVED**

Alderman Olson moved the City Council provide authorization to accept the North Dakota Department of Emergency Services (NDDDES) FY2021-2022 Hazardous Materials Emergency Preparedness (HMEP) Training grant; authorize the Mayor sign the award; and amend the 2022 Annual Budget to increase the fire education and training revenues and expenditures for a Hazardous Materials Emergency Preparedness Grant and allow the use of cash reserves for the local match.

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

**P# 3529.2C MREFPP PHASE MI-2C – WEST PETERSON COULEE DRAINAGE IMPROVEMENTS BID APPROVAL – APPROVED**

Alderman Olson moved the City Council approve the low bidder of Wagner Construction in the amount of \$2,138,031.75 for the West Peterson Coulee Drainage Improvements; and recommend approval to the SRJB for award.

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

**STATE ADA PARATRANSIT SERVICES AGREEMENT WITH SOURIS BASIN TRANSIT - APPROVED**

Alderwoman Olson moved the City Council ratify the agreement with Souris Basin Transit for Paratransit ADA services for 2022; and authorize the Public Works Director to sign the agreement with Souris Basin Transit.

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

**REQUEST FOR BIDS HAY LAND/CROP - APPROVED**

Alderwoman Olson moved the City Council authorize the Airport Director to advertise and issue a Request for Bids for Hay Land/Crop; and authorize the Mayor to sign the contract once the highest bidder is determined.

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

**UPDATED AIRPORT EMERGENCY PLAN (AEP) - APPROVED**

Alderwoman Olson moved the City Council recommended staff update the Airport Emergency Plan (AEP) for the Minot International Airport; and authorize the Airport Director and Mayor to sign applicable documentation.

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

**UPDATED LETTER OF AGREEMENT (LOA) FOR AIRPORT EMERGENCY SERVICE - APPROVED**

Alderwoman Olson moved the City Council approve the updated Letter of Agreement (LOA) between the Minot International Airport, Minot FAA Contract Tower (MOT FCT), Minot Central Dispatch, and Minot Fire Department to include language authorizing Minot Fire Department to monitor radio communications when Tower is closed outside of normal hours; and authorize the Airport Director to sign any applicable documentation.

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

**UPDATED LETTER OF AGREEMENT (LOA) FOR RUNWAY SAFETY AREAS (RSA) - APPROVED**

Alderwoman Olson moved the City Council approve the updated Letter of Agreement (LOA) between the Minot International Airport, Minot FAA Contract Tower (MOT FCT), and Bismarck System Support Center (BIS-SSC)/Technical Operations (Tech Ops) to include language authorizing operational activity within runway safety areas (RSA) under certain conditions; and authorize the Airport Director to sign any applicable documentation.

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

**DEMOLITION CONTRACT AMENDMENT - BERGER ENTERPRISES - APPROVED**

Alderwoman Olson moved the City Council approve the contract amendment; and authorize the Mayor to sign the contract amendment and the related release and waiver of bond rights.

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

**FAA AND STATE OF NORTH DAKOTA 2022 AIRPORT IMPROVEMENT PROGRAMS (AIP) GRANTS - APPROVED**

Alderman Pitner moved the City Council approve the application of the 2022 AIP Grant from the FAA and the State of North Dakota, once bids are received and application process is opened; approve the associated Budget Amendment to account for increased revenue and expenses relative to the 2022 budget; and authorize the Mayor, City Attorney, and Airport Director to sign necessary documents.

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



**2022 WATERMAIN REPLACEMENT – BID AWARD (PROJECT NUMBER 4632)- APPROVED**

Alderman Pitner moved the City Council award the bid for the 2022 Watermain Replacement Project to Post Construction for the lowest bid of \$2,397,377.50; approve the budget amendment to use cash reserves for the budget shortfall to cover the entire project cost plus a contingency; and authorize the mayor to sign the contract for the project.

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

**ADVANCED TRAFFIC MANAGEMENT SYSTEM (ATMS) – SELECTION OF VENDOR (4670) – APPROVED**

Alderwoman Olson moved the City Council select Traffic Control Corporation as the Vendor for the Advanced Traffic Management System; approve the Budget Amendment to reallocate funds on the first reading; authorize the City Engineer to negotiate a scope and fee for services; and authorize the Mayor to sign the Agreement for the project.

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

**INFORMATIONAL PRESENTATION ON PROPOSED TIF DISTRICT 2022-1 (M BUILDING) – APPROVED**

Harold Steward began the discussion letting the council and public know the presentation is just information at this point and the City Council will be asked to take action on this item possibly in May.

Brian Billingsley also reiterated that a public hearing would be held in May. He then provided the City Council and public information on the M Building located in Downtown Minot. The building was built in 1962 but has been closed for 20 years. The renovations for the M Building are extensive but Epic hopes to include parking, an exercise room, storage, apartments and condos, along with commercial space. The M Building would be considered a blighted property and needing rehabilitation which makes it eligible for a TIF.

Alderwoman Olson inquired about the other taxing authorities such as the Minot Public School District and Ward County. Brian mentioned that it is up to those entities on if they want to participate or opt out. He also mentioned that it would only need the approval of the one school district the building is located in.

David Lakefield mentioned that the City of Minot's bond company, PFM, was looking into the EPIC TIF also. Mayor Sipma asked about TIFS and the usage of them in other communities in ND. Dave mentioned that the process might be new to Minot but EPIC has done others in communities located in ND.

Blake Nybakken, representing EPIC, discussed the complete rehabilitation of the building. He mentioned that the building is currently assessed at \$500,000 which equals out to \$9,000/year in property taxes. It will be a mixed use building for commercial and residential space. TIF agreements are a good way to leverage private investment and it is critical for this project to move forward. The timeframe for the project would be Fall of 2023 completion and the apartments would be market rate apartments.

Todd Berning, representing EPIC, spoke on the interest the company has with Minot because of 3 upcoming projects. Three major things have made it so Minot is a good investment including Trinity moving forward with new development, the school bond passing, and the Minot Air Force Base.

Mayor Sipma discussed how a TIF of 20 years could be deemed too long but that is how long the building has sat empty. Alderman Ross asked Todd if EPIC could do this without the TIF and the answer was no because the demolition and asbestos abatement will cost over \$3 million.

**PERSONAL APPEARANCES**

N/A

**MISCELLANEOUS & DISCUSSION ITEMS**

Alderman Jantzer wanted to congratulate MACEDC on winning the Distinguished Civilian Humanitarian Award.

Finance Director, David Lakefield, introduced Melody Shelkey as the new City Treasurer. She is replacing the current City Treasurer, Penny Johnson, who is retiring.

Mayor Sipma discussed how with melting snow and weather conditions such as wind land around the Landfill will need to be cleaned up and encouraged residents to help around their neighborhood with clean up.

**ADJOURNMENT**

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Ross and carried unanimously. Meeting adjourned at 6:33 pm.

ATTEST: Mikayla McWilliams  
Mikayla McWilliams, City Clerk

APPROVED: Shaun Sipma  
Shaun Sipma, Mayor