

## **June 3, 2019 Regular City Council Meeting**

**MINOT CITY COUNCIL – SCHEDULED MEETING – JUNE 3, 2019 AT 5:30 P.M.**

### **ROLL CALL**

#### Members Present:

Jantzer, Olson, Pitner, Podrygula, Sipma, Straight

#### Members Absent:

Wolsky

### **PLEDGE OF ALLEGIANCE**

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

### **PERSONAL APPEARANCES**

None

### **PUBLIC HEARING: BUILDING RELOCATION- 6201 24TH AVENUE SE**

The City Council held a public hearing to consider a request by Kevin Frederick to relocate a 40' x 60' steel building from 2005 Burdick Expressway East, Minot ND, 58701 also known as Fairville R-D 2 Plats P 169, S19-155-82 Nedrose -S1 A79.30, to 6201 24th Ave SE, Minot, ND 58701, also known as Countryside Villas 3rd Addition Sublot B of Lot 23 & Lot 24 Nedrose A 2.998, subject to the following conditions:

1. A ten-thousand dollar completion bond must be posted with the City of Minot prior to issuance of any permits for this work.
2. Application and approval of mechanical, electrical, plumbing, building permits for all new proposed construction.
3. Coordinate all relocation activities with public utilities and traffic authorities.
4. An approved foundation design in compliance with City of Minot building codes.
5. If required: plumbing, electrical and HVAC systems must be brought into compliance with current code requirements of the City of Minot.
6. All work at the new location must be in compliance with City of Minot building codes and zoning ordinances.
7. The exterior of the structure must be one consistent color arrangement of colors after relocation.
8. The property must be provided with proper site drainage, and must be landscaped in a manner similar to surrounding properties.
9. The owner has replatted the property with a new legal address to become Countryside Villas Third Addition, Lot 24 and Sublot B of Lot 23. That plat has been approved by the Planning Commission and City Council but has yet to be legally recorded. In an effort to expedite the moving permit, it is advised to approve the moving permit and to not approve the building permit until the proposed plat has completed the recording process. This will not affect the current listed 911 address of the property.

No one appeared on behalf of the public hearing.

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

### **MAYOR'S REPORT**

The Mayor listed the following meetings and events he attended over the past month:

May 7th – Intermodal Strategic Planning Meeting  
May 7th – Non-profit Leadership Panel  
May 8th – City Hall Retaining Wall Committee Meeting  
May 8th – City Hall Town Hall at Perkett Elementary  
May 9th – MADC Board Meeting  
May 10th – Chief Master Sergeant Rousey Retirement, MAFB  
May 11th – Judge at Minot Taco Fest at Minot Auditorium

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May 30th – Rep. Armstrong’s State Representatives Meeting  
May 30th – KX Interview  
May 30th – CTE Meeting  
May 31st – Budget Meeting  
May 31st – KMOT Interview  
May 31st – Col. Harrison Farewell Event, MAFB

Mayor Sipma then gave details about the trip to Norway that he and the City Manager attended May 13<sup>th</sup> through May 25<sup>th</sup>. He explained the history of the Sister City relationship by saying, it began in 1981. Many personal friendships have been established among residents of both cities. Each year, Skien sends an official delegation to attend Høstfest and the annual Høstfest Norway Tour always includes a stop at Skien. A university exchange program has also been established in the past years, with a Minot State University student studying in Telemark, and a Telemark student coming to MSU. He said, he and the City Manager developed several objectives for their trip to Norway. They explored cultural exchange, business development, recycling and green energy programs, and community planning. As he described some of the meetings and activities they participated in, he showed pictures of landmarks, infrastructure and interactions with the delegation they met. He described some of the cultural differences and the unique government structure. He said, there are specific business opportunities that will be pursued to hopefully bring Norwegian companies to the City of Minot.

He concluded by thanking Norsk Hostfest sponsoring the trip and he said, the leaders of Skien were adamant that the visiting delegation from Minot secured the Sister City relationship for years to come.

### **MAYORAL APPOINTMENTS – APPROVED**

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

#### Library Board

Kari Kvigne reappointed with a term to expire June 30, 2022  
Lyndsay Ulrickson to replace Ryan Ackerman with a term to expire June 30, 2022  
Alderman Paul Pitner to replace Alderman Lisa Olson with a term to expire June 30, 2022

#### Minot Parking Authority

Margie Bolton reappointed with a term to expire June 2024

#### Electrical Board

Eric Bretheim, Master Craftsman reappointed with a term to expire June 2021  
Jason Hunze, 5th Member reappointed with a term to expire June 2021

#### Heating and Cooling Board

Travis Mowbray replacing Bill Mowbray with a term to expire June 2021

#### Minot Housing Authority

Julie Lizotte reappointed with a term to expire June 2024.

#### Plumbing Board

Peter Bossert reappointed with a term to expire June 2021  
Timothy Feist reappointed with a term to expire June 2021

#### Program for Public Information Committee

Lance Meyer, PE, CFM, City Engineer & Community Floodplain Administrator  
Christine Johnson, EI, CFM, Storm Water Engineer  
Derek Hackett, Public Information Office Representative  
Miranda Schuler, Insurance Agent  
Josh Ressler, Insurance Agent  
Jean Schempp, Media Industry and Community Member

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

### **CITY MANAGER’S REPORT**

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Dave Lakefield, the Acting City Manager began by listing upcoming meeting dates including the Souris River Joint Board meeting June 6<sup>th</sup>, Chamber Infrastructure meeting June 13<sup>th</sup>, Verendrye Coop Annual Meeting June 13<sup>th</sup>, IEDC Stakeholders Group June 17<sup>th</sup>, City Council meeting June 17<sup>th</sup>, Chamber of Commerce Board meeting June 18<sup>th</sup>, City Council Budget Workshop June 20<sup>th</sup>, MAGIC Fund meeting June 21<sup>st</sup>, and Planning Commission June 24<sup>th</sup>.

Mr. Lakefield provided updates on the Flood Control project by saying the Broadway closure was done on time which minimized the long-term traffic impact. Broadway Bridge is now head-to-head traffic which will continue until the end of July. He said, vertical pours for flood walls are beginning this week and will be 14-17 feet high. There will be future road impacts on 3<sup>rd</sup> Street and 5<sup>th</sup> Avenue NE as the project moves east.

He then mentioned some annual road maintenance taking place over the summer. Street patching is underway and is scattered across the city. Street sealing will begin later in June. There are improvement projects including overlay on north Broadway and concrete panel replacement on north and south Broadway.

He said, there has been notable progress on the Gathering Space. The City was able to reach a purchase agreement within HUD rules, with two property owners. There are two other property owners who countered by suggesting land swaps with two city-owned properties. Those properties are being reviewed for their value. One property is yet to complete a n appraisal with a counter offer and one property owner remains outside the acceptable HUD guidelines with their counteroffer.

Mr. Lakefield announced, there will be an Emergency Exercise taking place at the Minot International Airport on June 12<sup>th</sup>. It is a requirement by the FAA to conduct the full-scale exercise every three years. It involves realistic simulations with sirens, smoke, and crash carnage and he requested the public avoid watching as first responders will need the space.

He gave a brief overview of the upcoming budget workshop that will be on June 20<sup>th</sup> at 4:00pm. They will review current projections, financial position, capital project funding, and hold open discussion. He said, they are hoping the workshop results in positive collaboration and problem-solving.

He thanked those who participated in Public Works week and the first Public Works Open House. There was equipment to ride in, activities and prizes. The grand prize winner, Braya Monley won a ride to school in a sanitation truck. In other sanitation updates, Mr. Lakefield shared the statistics from the recent spring cleanup week.

The Fire Department held the Citizen's Academy over the weekend where 18 participants were able to rappel down the training site, learn how to put out fires, and experience first hand firefighting techniques.

Alderman Straight took an opportunity to remind everyone about the betterments that could be done to enhance trails and paths along the flood walls, since they will be 14-17 feet high. He also thanked staff for attending to nuisance complaints and encouraged citizens to be neighborly and help each other when maintaining yards.

### **CITY ATTORNEY'S REPORT**

The City Attorney submitted a written report.

### **APPROVAL OF THE RIGHT-OF-WAY PLAT FOR OUTLOT 31 IN SECTION 13-155-83**

Alderman Jantzer moved the City Council approve the right-of way plat described as Outlot 31, Section 13-155-83, (being a portion of US Highway 83 Right-of-Way.)

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

### **RESOLUTION NO. 3619: CONDITIONAL USE PERMIT FOR A MEDICAL MARIJUANA DISPENSARY ON PRAIRIE GREEN 2ND ADDITION, BLOCK 22, LOT 6**

Alderman Jantzer moved the City Council adopt resolution no. 3619 approving an application by GR Vending ND Dispensary 4, LLC for a Conditional Use Permit (CUP) to accommodate a clinic, more specifically described as a medical marijuana dispensary on Prairie Green 2nd Addition, Block 22, Lot 6 subject to the following conditions:

1. The facility shall comply with all applicable rules and regulations of local and state government.

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2. Issuance of this conditional use permit does not authorize the sale or dispensing of recreational marijuana at this location in the future if recreational marijuana is approved by the State Legislature.

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

### **RESOLUTION NO. 3620: CONDITIONAL USE PERMIT TO ADD AN ADDITIONAL ABOVE GROUND PROPANE TANK AT BROOKVIEW 8TH ADDITION BLOCK 1, LOT 1**

Alderman Jantzer moved the City Council adopt resolution no. 3620 to approve an application by Jarett Schatz for a Conditional Use Permit (CUP) to add an additional above ground propane tank at Schatz Crossroads located at Brookview 8th Addition Block 1, Lot 1 subject to the following conditions:

1. Licensing
  - a. This Conditional Use Permit (CUP) shall serve as the license from the City of Minot to operate this facility under the terms of the permit at this location only.
  - b. Upon issuance of this permit, the applicant shall be deemed the permittee or permit holder and agrees to the terms of this permit and to follow all ordinances and regulations of the City of Minot and all county, state, and federal laws and regulations.
  - c. A change in ownership shall be cause for an amended or new CUP.
  - d. The CUP can be revoked at any time by the City Council following a show-cause hearing.
2. The City of Minot, its employees, agents, and assigns shall not be liable for any damages caused to neighboring properties as the result of the issuance of this permit and the operation of the propane storage facility.

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

### **SUBDIVISION OF ROOSEVELT HEIGHTS 3RD ADDITION, LOTS 1 AND 2**

Alderman Jantzer moved the City Council approve an application by Jeff Luedke for a subdivision of E150' of the W250' of the S300' of Lot 4, Block 2 of Morely's Rearrangement of Blocks 2, 4, 6, 7, 9, & 13 to be known as Roosevelt Heights 3rd Addition, Lots 1 & 2 to separate existing buildings into two (2) platted lots.

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

### **RESOLUTION NO. 3621: CONDITIONAL USE PERMIT ON SOUTH PARK TERRACE 4TH ADDITION, N200' OF LOTS 9, 10, & 11 LESS SUBLLOT A OF LOT 9**

Alderman Jantzer moved the City Council adopt resolution no. 3621 approving an application by Scott Bintz, Red Headed Rebel, LLC for a Conditional Use Permit (CUP) in order to remodel the existing building into climate-controlled storage on South Park Terrace 4th Addition, N200' Of Lots 9, 10, & 11 Less Sublot A Of Lot 9 subject to the following conditions:

1. Licensing
  - a. This Conditional Use Permit (CUP) shall serve as the license from the City of Minot to operate this facility under the terms of the permit at this location only and shall not be transferrable to another location.
  - b. Upon issuance of this permit, the applicant shall be deemed the permittee or permit holder and agrees to the terms of this permit and to follow all ordinances and regulations of the City of Minot and all county, state, and federal laws and regulations.
  - c. A change in ownership shall be cause for an amended or new CUP.
  - d. The CUP can be revoked at any time by the City Council following a show-cause hearing.
2. The City of Minot, its employees, agents, and assigns shall not be liable for any damages caused to neighboring properties as the result of the issuance of this permit and the operation of the climate-controlled storage facility.
3. Landscaping Plan. The following items shall be addressed to Planning Staff satisfaction with the building permit submittal for this project:
  - a. A detailed Landscape Plan, drawn to scale, shall be submitted indicating the proposed location and species of all plant material along with a plant list summarizing the quantity, species and size of all trees, shrubs and other plant material.

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- b. Show limits of seeding or sodding for turf grass.
  - c. Include a planting bed at least four (4) feet in width along the entire lineal footage of the east facing façade with foundation plantings, such as shrubs, groundcovers, perennials, ornamental grasses, turf grass or a combination. Include these plants in the plant list.
  - d. Add four (4) additional trees along the west property line for a total quantity count of ten (10) trees in this area. At least five (5) of the ten (10) trees must be conifers. The balance can be conifers or deciduous trees.
  - e. All plant material must meet minimum size standards as set forth in Chapter 24, Landscaping, of the Minot Zoning Ordinance.
4. Any outdoor storage shall comply with all screening requirement of the Minot Zoning Ordinance for C2 zoning districts.

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

### APPROVAL OF MINUTES- MAY 20, 2019 – APPROVED

Alderman Jantzer moved the City Council approve the minutes of the May 5, 2019 regular City Council meeting.

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

### APPROVAL OF BILLS – MAY 2019 – APPROVED

Alderman Jantzer moved the City Council approve the bills and transfers as listed for May in the amount of \$5,373,286.54 as follows:

|                              |         |                                     |          |
|------------------------------|---------|-------------------------------------|----------|
| ACKERMAN ESTVOLD             | 2285.00 | AMERITAS LIFE INSURANCE CORP        | 2351.70  |
| 277090                       |         | 277099                              |          |
| ACME TOOLS                   | 1043.12 | ANDERSON, JANET                     | 78.17    |
| 277091                       |         | 277462                              |          |
| ACME TOOLS                   | 434.91  | APEX ENGINEERING GROUP              | 79215.32 |
| 277274                       |         | 277278                              |          |
| ACME TOOLS                   | 2.64    | APEX ENGINEERING GROUP              | 216.50   |
| 277458                       |         | 277463                              |          |
| ACME TOOLS                   | 1524.87 | APH/AUTO VALUE                      | 37.08    |
| 1000485                      |         | 277279                              |          |
| ADOBE SYSTEMS INC.           | 1650.00 | APPLE BOOKS                         | 1419.72  |
| 277275                       |         | 1000494                             |          |
| ADVANCED BUSINESS METHODS    | 253.45  | ARAMARK                             | 65.97    |
| 277092                       |         | 1000495                             |          |
| ADVANCED BUSINESS METHODS    | 253.45  | ARROWHEAD ACE HARDWARE              | 129.65   |
| 277459                       |         | 1000496                             |          |
| AGC NETWORKS INC             | 4097.50 | AT&T                                | 4503.75  |
| 277093                       |         | 1000498                             |          |
| AIRSIDE SOLUTIONS            | 297.29  | AUTO ZONE 6843                      | 165.00   |
| 277094                       |         | 1000499                             |          |
| AIRSIDE SOLUTIONS            | 372.64  | BAKER & TAYLOR BOOKS                | 16024.27 |
| 277434                       |         | 1000501                             |          |
| ALL AMERICAN TROPHIES        | 29.00   | BAKKE GRINOLDS WIEDERHOLT           | 2025.00  |
| 277095                       |         | 277281                              |          |
| ALL AMERICAN TROPHIES        | 410.00  | BAKKE GRINOLDS WIEDERHOLT           | 1897.50  |
| 1000486                      |         | 277464                              |          |
| ALLEGiant AIR                | 235.00  | BARLOW, JERRY                       | 300.00   |
| 277276                       |         | 277465                              |          |
| AMANO MCGANN, INC            | 6725.88 | BARRY, TOM                          | 33.00    |
| 277096                       |         | 277253                              |          |
| AMAZON.COM                   | 7652.77 | BATTERIES PLUS BULBS #639           | 42.90    |
| 1000490                      |         | 1000502                             |          |
| AMAZON/GEARB                 | 505.71  | BAUER, KATHERINE                    | 44.08    |
| 277460                       |         | 277101                              |          |
| AMERICAN LIBRARY ASSOCIATION | 89.96   | BAYMONT INN & SUITES                | 245.37   |
| 1000491                      |         | 1000503                             |          |
| AMERICAN PUBLIC WORKS ASSN.  | 568.13  | BEAN, EILEEN                        | 19.72    |
| 1000492                      |         | 277282                              |          |
| AMERICAN WELDING & GAS, INC. | 8199.42 | BECHTOLD PAVING                     | 4461.00  |
| 277097                       |         | 277466                              |          |
| AMERICAN WELDING & GAS, INC. | 188.90  | BERG, MONDA                         | 282.00   |
| 1000493                      |         | 277102                              |          |
| AMERIPRIDE                   | 127.38  | BERT'S TRUCK EQUIPMENT              | 1329.42  |
| 277098                       |         | 277283                              |          |
| AMERIPRIDE                   | 72.83   | BEST BUY BUSINESS ADVANTAGE ACCOUNT | 114.98   |
| 277277                       |         | 1000504                             |          |
| AMERIPRIDE                   | 72.83   | BILLINGSLEY, BRIAN                  | 63.76    |
| 277461                       |         | 277284                              |          |

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|                                  |           |         |                                   |          |         |
|----------------------------------|-----------|---------|-----------------------------------|----------|---------|
| BLUETARP FINANCIAL, INC          | 6.71      | 277467  | EMERGENCY AUTOMOTIVE TECHNOLOGIES | 1510.00  | 277127  |
| BLUETARP FINANCIAL, INC          | 340.02    | 1000505 | EMERGENCY AUTOMOTIVE TECHNOLOGIES | 100.92   | 277484  |
| BOLTON, EDWARD T                 | 275.00    | 277285  | EMS ASSOCIATION - ND              | 15.00    | 1000533 |
| BOOT BARN INC                    | 18.26     | 1000506 | ENERBASE                          | 38452.61 | 277141  |
| BORDER STATES INDUSTRIES INC     | 11668.09  | 277103  | ENERBASE                          | 32466.56 | 277332  |
| BORDER STATES INDUSTRIES INC     | 4158.00   | 277286  | ENERBASE                          | 35168.90 | 277504  |
| BORDER STATES INDUSTRIES INC     | 622.98    | 277468  | ENERBASE                          | 103.02   | 1000534 |
| BORDER STATES INDUSTRIES INC     | 620.44    | 1000507 | ENTERPRISE RENT-A-CAR (2144)      | 10164.05 | 277505  |
| BOUND TREE MEDICAL               | 115.89    | 1000508 | ENVIRONMENTAL PRODUCTS & ACCESS   | 94.61    | 1000535 |
| BREKKE TOURS & TRAVEL            | 10290.00  | 1000509 | ESRI, INC                         | 2472.00  | 1000536 |
| BREVIK, DAX                      | 26.50     | 277104  | EVIDENT, INC                      | 378.90   | 1000537 |
| BROADWAY PRINTING COMPANY        | 175.00    | 277105  | EXERCISE EQUIPMENT CENTER         | 6998.00  | 1000538 |
| BROADWAY PRINTING COMPANY        | 745.00    | 277287  | EXPRESSWAY SUITES                 | 169.20   | 277333  |
| BROADWAY PRINTING COMPANY        | 1228.85   | 277469  | FACTORY MOTOR PARTS               | 1042.72  | 277142  |
| BROWN, ROBBY                     | 324.50    | 277106  | FACTORY MOTOR PARTS               | 1508.66  | 277334  |
| BURNS, PAUL                      | 44.00     | 277471  | FACTORY MOTOR PARTS               | 129.66   | 277506  |
| BUTLER MACHINERY CO.             | 1042.48   | 277107  | FACTORY MOTOR PARTS               | 520.00   | 1000539 |
| BUTLER MACHINERY CO.             | 2153.45   | 277288  | FARSTAD OIL CO                    | 1735.50  | 277143  |
| BUTLER MACHINERY CO.             | 285.22    | 277472  | FARSTAD OIL CO                    | 1793.74  | 277335  |
| BUTLER MACHINERY CO.             | 926.99    | 1000510 | FASTENAL COMPANY                  | 43.10    | 277144  |
| C.A. PIERSON LAW P.C.            | 6000.00   | 277108  | FASTENAL COMPANY                  | 14.26    | 277336  |
| C&C PLUMBING AND HEATING         | 170.00    | 277289  | FASTENAL COMPANY                  | 9.87     | 277507  |
| C&C PLUMBING AND HEATING         | 510.00    | 1000511 | FASTENAL COMPANY                  | 165.65   | 1000540 |
| CANAD INNS                       | 373.92    | 1000512 | FEDERAL EXPRESS                   | 37.47    | 277145  |
| CAPFIRST EQUIPMENT FINANCE       | 48025.00  | 277109  | FEDERAL EXPRESS                   | 16.71    | 277337  |
| CAPFIRST EQUIPMENT FINANCE       | 66916.00  | 277435  | FEDERAL EXPRESS                   | 22.05    | 1000541 |
| CAPITAL RV CENTER INC            | 204.57    | 1000513 | FERGUSON ENTERPRISES, INC         | 8.54     | 1000542 |
| CARROT-TOP INDUSTRIES INC.       | 678.57    | 1000514 | FERGUSON WATERWORKS #2516         | 1012.26  | 1000543 |
| CARSWELL, PAMELA                 | 966.00    | 277110  | FIDELITY SECURTIY LIFE            | 2713.57  | 277146  |
| CASHWISE                         | 4.75      | 1000515 | FIDELITY SECURTIY LIFE            | 2763.19  | 277509  |
| CDM SMITH                        | 292771.25 | 277112  | FIRE EQUIPMENT CO.                | 2259.50  | 277147  |
| CDW GOVERNMENT INC               | 109.91    | 277473  | FIRE EQUIPMENT CO.                | 336.00   | 277510  |
| CDW GOVERNMENT INC               | 14616.64  | 1000517 | FIRE SAFETY USA, INC              | 6452.00  | 1000544 |
| CENGAGE LEARNING/GALE            | 27.74     | 277113  | FIRST DISTRICT HEALTH UNIT        | 8333.33  | 277148  |
| CENGAGE LEARNING/GALE            | 202.72    | 277290  | FIRST WESTERN INSURANCE           | 50.00    | 277338  |
| CENTRAL CAB                      | 23.15     | 277114  | FIRST WESTERN INSURANCE           | 906.00   | 277512  |
| CENTRAL CAB                      | 25.00     | 277474  | FLAIL-MASTER                      | 785.71   | 277513  |
| CHIEF SUPPLY CORPORATION         | 213.90    | 277291  | FLEETMIND SOLUTIONS INC           | 1987.50  | 277339  |
| CHIEF/LAW ENFORCEMENT SUPPLY     | 89.90     | 277115  | FLEETMIND SOLUTIONS INC           | .40      | 1000545 |
| CHRISTMAS, OLIVIA                | 10.00     | 277475  | FRAZIER, ERIC                     | 41.03    | 277438  |
| CHRISTOPHER A. CARLSON           | 270.78    | 277255  | FRED PRYOR SEMINARS               | 199.00   | 1000546 |
| CHRISTOPHER A. CARLSON           | 271.03    | 277436  | FRENCH, JOHN                      | 110.00   | 277149  |
| CITY OF MINOT                    | 100.00    | 277292  | G & P COMMERCIAL SALES            | 114.05   | 277515  |
| CIVICPLUS                        | 7700.81   | 277476  | G & P COMMERCIAL SALES            | 388.38   | 1000547 |
| CLAREY'S SAFETY EQUIPMENT INC.   | 227.74    | 1000518 | GAFFANEYS                         | 70.90    | 277340  |
| CLARKSON, CALINA                 | 40.00     | 277293  | GAFFANEYS                         | 383.26   | 277516  |
| COLE PAPERS INC.                 | 571.16    | 1000519 | GALLAGHER BENEFIT SERVICES, INC   | 2400.00  | 1000548 |
| COLONIAL LIFE PREMIUM PROCESSING | 2695.98   | 277256  | GCR TIRE CENTERS                  | 3473.18  | 1000549 |
| COMFORT SUITES-BISMARCK          | 169.20    | 1000520 | GENERAL EQUIPMENT                 | 49.71    | 1000550 |
| COMPUTER STORE                   | 55.94     | 1000521 | GENERAL TRADING                   | 127.68   | 277151  |
| CORE & MAIN                      | 5613.37   | 1000522 | GENERAL TRADING                   | 178.77   | 277341  |
| CPS, LTD                         | 19080.00  | 277294  | GENERAL TRADING                   | 79.94    | 277517  |
| CRAFT BUILDERS, INC              | 48070.80  | 277295  | GENERAL TRADING                   | 176.07   | 1000551 |
| CREATIVE PRINTING                | 162.00    | 277116  | GEOLOGIC COMPUTER SYSTEMS         | 3780.00  | 1000552 |
| CUMMINS POWER, LLC               | 1082.19   | 277117  | GERDAU RECYCLING                  | 63.80    | 277152  |
| CUMMINS POWER, LLC               | 436.42    | 277296  | GERDAU RECYCLING                  | 750.76   | 277342  |
| CUMMINS POWER, LLC               | 1446.97   | 277477  | GERDAU RECYCLING                  | 8.80     | 1000553 |
| CURT'S STARTER & ALT. SERVICE    | 505.45    | 277297  | GILLIG LLC                        | 272.00   | 277153  |
| CUTALAR, JOE                     | 181.40    | 277298  | GLOBAL EQUIPMENT COMPANY          | 61.95    | 1000554 |
| DACOTAH PAPER CO.                | 226.00    | 1000523 | GOETTLE, SHANE C                  | 3500.00  | 277154  |
| DAKOTA FIRE EXTINGUISHER         | 57.17     | 277299  | GOOSENECK IMPLEMENT               | 126.12   | 277155  |
| DAKOTA FIRE EXTINGUISHER         | 147.19    | 277478  | GOOSENECK IMPLEMENT               | 1967.04  | 277343  |
| DAKOTA FLUID POWER, INC          | 1087.57   | 277118  | GOOSENECK IMPLEMENT               | 321.88   | 1000555 |
| DAKOTA FLUID POWER, INC          | 9.54      | 1000524 | GRANITE SPRINGS CO.               | 47.50    | 1000556 |
| DAKOTA OUTDOOR ADVERTISING LLC   | 625.00    | 1000525 | GRAPHICS LETTERING & TRIM         | 63.00    | 277156  |
| DAKOTA SUPPLY GROUP              | 2696.82   | 277479  | GRAVEL PRODUCTS, INC.             | 614.18   | 277157  |
| DAKOTA SUPPLY GROUP              | 190.44    | 1000526 | GRAVEL PRODUCTS, INC.             | 157.34   | 277344  |
| DAKOTA WRECKING AND SALVAGE      | 50.00     | 277300  | GRAVEL PRODUCTS, INC.             | 3256.40  | 1000557 |
| DAKOTALAND AUTOGLASS             | 225.00    | 277119  | GRAYBAR                           | 51.84    | 277158  |
| DELTA AIR LINES                  | 2587.63   | 1000527 | GRAYBAR                           | 75.60    | 1000558 |
| DELTA DENTAL OF MINNESOTA        | 15938.46  | 277120  | GREAT PLAINS TECHNICAL SERVICES   | 116.00   | 277345  |
| DELTA DENTAL OF MINNESOTA        | 16192.58  | 277480  | GROTE, JAMES                      | 181.40   | 277346  |
| DEMCO                            | 2024.03   | 1000528 | GUERTON, KRISTIN                  | 122.77   | 277159  |
| DIRECT TRAVEL                    | 3838.41   | 1000529 | HAALAND, JAY                      | 49.50    | 277518  |
| DIRECTV                          | 248.97    | 1000530 | HACH                              | 273.98   | 1000559 |
| DOMESTIC VIOLENCE CRISIS CENTE   | 2987.72   | 277302  | HALI BRITE, INC                   | 254.96   | 277347  |
| DOMINO'S PIZZA                   | 95.88     | 1000531 | HARLEYS                           | 18.97    | 277160  |
| DORSEY & WHITNEY                 | 1440.00   | 277121  | HARLEYS                           | 27.96    | 277348  |
| DOSCH, RYAN                      | 11.00     | 277481  | HARLEYS                           | 20.97    | 277519  |
| DREWS AUTO BODY                  | 850.00    | 277122  | HARLOW'S BUS SALES INC.           | 41100.00 | 277349  |
| DYKE, DARREN                     | 71.50     | 277123  | HAUG, SHANE                       | 71.50    | 277161  |
| EAPC ARCHITECTS                  | 201.75    | 277124  | HAWKINS, INC                      | 3320.00  | 277350  |
| EAPC ARCHITECTS                  | 8.91      | 277482  | HAWKINS, INC                      | 3729.60  | 277520  |
| EATON CORPORATION                | 4135.00   | 277303  | HERINGER, REBECCA                 | 177.18   | 277351  |
| ECOLAB                           | 122.24    | 277125  | HERTZ RENT A CAR                  | 958.44   | 277521  |
| ECOLAB                           | 380.29    | 277304  | HES                               | 600.00   | 277352  |
| ECOLAB                           | 144.59    | 277483  | HIGHT CONSTRUCTION                | 47538.72 | 277353  |
| ECONOMIC RESEARCH INSTITUTE      | 1989.00   | 1000532 | HILL-HUSTED, MICHELLE             | 30.00    | 277162  |
| EDMO                             | 370.40    | 277305  | HOLIDAY GAS STATION               | 7.26     | 277354  |
| EICHSTADT, JAKE                  | 13.60     | 277437  | HOME DEPOT CREDIT SERVICES        | 266.24   | 1000560 |
| EIDE BAILLY                      | 8100.00   | 277126  | HOME OF ECONOMY                   | 2171.26  | 1000561 |
| ELDORADO NATIONAL - CALIFORNIA   | 4970.00   | 277306  | HOUSTON ENGINEERING, INC          | 24375.34 | 277163  |

## June 3, 2019 Regular City Council Meeting

|                                    |           |         |                                     |           |         |
|------------------------------------|-----------|---------|-------------------------------------|-----------|---------|
| HOUSTON ENGINEERING, INC           | 7878.50   | 277355  | MINOT ELECTRIC                      | 2996.50   | 1000585 |
| HOUSTON ENGINEERING, INC           | 5386.60   | 277439  | MINOT LUMBER                        | 141.60    | 1000586 |
| IACP                               | 190.00    | 1000562 | MINOT PARK DISTRICT                 | 179340.43 | 277192  |
| IAFC                               | 1320.00   | 1000563 | MINOT PARK DISTRICT                 | 381.00    | 277543  |
| ICMA                               | 1381.99   | 277164  | MINOT RESTAURANT SUPPLY             | 38.40     | 1000587 |
| IMM APARTMENTS                     | 300.00    | 277165  | MINOT SASH & DOOR, INC.             | 37.50     | 277544  |
| IMM APARTMENTS                     | 795.00    | 277440  | MINOT'S FINEST COLLISION CENTER     | 4608.51   | 277193  |
| INFORMATION TECHNOLOGY DEPARTMENT  | 2600.61   | 277357  | MINOT'S FINEST COLLISION CENTER     | 781.33    | 277380  |
| INNOVATIVE OFFICE SOLUTIONS LLC    | 22.08     | 1000564 | MINOT'S FINEST COLLISION CENTER     | 1415.41   | 277545  |
| INTERNATIONAL ASSOC OF ELEC INSP   | 120.00    | 1000565 | MINOTAUROS JUNIOR HOCKEY CLUB       | 100.00    | 277546  |
| INTERNATIONAL CODE COUNCIL, INC    | 52.45     | 277166  | MISC P CARD VENDOR                  | 21516.61  | 1000600 |
| INTERNATIONAL CODE COUNCIL, INC    | 90.00     | 1000566 | MISCELLANEOUS A/R                   | 4.30      | 277100  |
| INTERSTATE BATTERY SYSTEM          | 16.40     | 277167  | MN CHILD SUPPORT PAYMENT CENTER     | 172.12    | 277264  |
| INTERSTATE BATTERY SYSTEM          | 343.85    | 277522  | MN CHILD SUPPORT PAYMENT CENTER     | 172.12    | 277447  |
| IPMA-HR                            | 983.15    | 1000567 | MOLLY RAE PHOTOGRAPHY               | 150.00    | 277547  |
| IVERS PLUMBING & SPRINKLER SYSTEMS | 3463.34   | 277168  | MONLEY, RANDI                       | 22.16     | 277381  |
| JBT AEROTECH                       | 385.06    | 277169  | MOORE, MELANIE                      | 115.00    | 277548  |
| JEFFERY FUGERE                     | 500.00    | 277358  | MOORE, NEIL                         | 75.00     | 277549  |
| JERRY'S REPAIR & ALIGNMENT         | 85.00     | 277359  | MUNICODE                            | 942.48    | 277550  |
| JESSEN ROOFING, INC.               | 6570.00   | 277441  | MVTL LABORATORIES                   | 431.00    | 277194  |
| JH MEDICAL SUPPLY                  | 308.55    | 277360  | MVTL LABORATORIES                   | 2232.00   | 277551  |
| JLG ARCHITECTS                     | 185.00    | 277170  | MY DISH                             | 252.02    | 1000601 |
| JOHNSON CONTROLS                   | 862.63    | 277361  | NAPA AUTO PARTS                     | 458.94    | 277196  |
| JOHNSTONE SUPPLY                   | 239.22    | 277171  | NAPA AUTO PARTS                     | 1063.00   | 277383  |
| K MART                             | 45.35     | 1000568 | NAPA AUTO PARTS                     | 213.61    | 277552  |
| KADRMAS, LEE & JACKSON (BISMARCK)  | 34195.72  | 277523  | NAPA AUTO PARTS                     | 1148.99   | 1000603 |
| KALIX                              | 29.60     | 1000569 | NATIONAL ASSOCIATION OF SCHOOL      | 40.00     | 277384  |
| KELLER, ERIC                       | 136.50    | 277173  | NATIONAL PAYMENT CORPORATION        | 144.65    | 277385  |
| KLUG, JOHN                         | 241.50    | 277524  | ND CHILD SUPPORT                    | 45.00     | 277197  |
| KRAFT, JOSHUA                      | 225.70    | 277174  | ND CHILD SUPPORT                    | 10.00     | 277265  |
| KUHN, TRENTON                      | 1266.54   | 277175  | ND CHILD SUPPORT                    | 10.00     | 277553  |
| KYM INDUSTRIES, INC                | 257.30    | 1000570 | ND DEPT OF HEALTH                   | 32.96     | 277386  |
| LANG, LANCE                        | 176.22    | 277363  | ND DEPT OF TRANSPORTATION           | 11.50     | 277387  |
| LAUDENSCHLAGER, ERIK               | 209.00    | 277525  | ND DEPT OF TRANSPORTATION           | 11.50     | 277388  |
| LAWSON PRODUCTS, INC.              | 299.28    | 1000571 | ND DEPT OF TRANSPORTATION           | 11.50     | 277448  |
| LEXISNEXIS MATTHEW BENDER          | 74.78     | 277364  | ND DEPT OF TRANSPORTATION           | 10.00     | 277449  |
| LEXISNEXIS MATTHEW BENDER          | 224.35    | 277444  | ND HOUSING FINANCE AGENCY           | 2652.53   | 277198  |
| LHOIST NORTH AMERICA OF MISSOURI   | 29258.76  | 277176  | ND INSURANCE RESERVE FUND           | 27.75     | 277199  |
| LHOIST NORTH AMERICA OF MISSOURI   | 17452.86  | 277365  | ND ONE CALL, INC                    | 902.30    | 277389  |
| LHOIST NORTH AMERICA OF MISSOURI   | 24297.66  | 277526  | ND SAFETY COUNCIL, INC.             | 552.00    | 277554  |
| LOCATORS & SUPPLIES                | 497.30    | 277527  | ND STATE BOARD OF ACCOUNTANCY       | 85.00     | 1000604 |
| LOCATORS & SUPPLIES                | 94.81     | 1000572 | NDLTAP-UGPTI/NDISU                  | 225.00    | 277555  |
| LOPEZ, KANYIRIA COLLARZO           | 4.00      | 277366  | NDPOA                               | 30.00     | 1000605 |
| LOWES GARDEN CENTER                | 164.99    | 277528  | NET TRANSCRIPTS                     | 239.50    | 277200  |
| LOWES PRINTING, INC.               | 75.95     | 277367  | NET TRANSCRIPTS                     | 54.60     | 277556  |
| LOWES PRINTING, INC.               | 964.00    | 277529  | NEUHALFEN, RAY                      | 225.70    | 277201  |
| LOWES PRINTING, INC.               | 2402.07   | 1000573 | NEWMAN TRAFFIC SIGNS                | 3948.39   | 277557  |
| M-B COMPANY                        | 573255.96 | 277530  | NEWMAN TRAFFIC SIGNS                | 332.36    | 1000606 |
| MADC                               | 27375.00  | 277369  | NIESS IMPRESSIONS                   | 11.25     | 1000607 |
| MAGIC CITY GARAGE DOOR COMPANY     | 1332.20   | 1000574 | NORTH CENTRAL RENTAL & LEASING      | 26640.00  | 277390  |
| MAGIC MILE WELDING                 | 300.00    | 277532  | NORTH CENTRAL RENTAL & LEASING      | 1260.00   | 277558  |
| MAIN ELECTRIC CONSTRUCTION         | 5820.69   | 277370  | NORTH COUNTRY MERCANTILE            | 8879.00   | 277559  |
| MAIN ELECTRIC CONSTRUCTION         | 25.89     | 277533  | NORTH PRAIRIE RURAL WATER           | 125.62    | 1000608 |
| MARCO, INC                         | 221.49    | 277177  | NORTH WINDS TRUCK ACCESSORIES       | 1554.90   | 277391  |
| MARCO, INC                         | 970.78    | 277178  | NORTHERN BRAKE                      | 55.00     | 277202  |
| MARCO, INC                         | 612.05    | 277371  | NORTHERN PLAINS EQUIPMENT CO., INC. | 600.00    | 1000609 |
| MARCO, INC                         | 221.49    | 277534  | NORTHERN TESTING                    | 231.00    | 277203  |
| MARKETPLACE FOODS                  | 35.06     | 1000575 | NORTHWEST TIRE AND RETREAD          | 2576.39   | 277204  |
| MARKETPLACE FOODS SOUTH BROADWAY   | 54.92     | 1000576 | NORTHWEST TIRE AND RETREAD          | 4441.17   | 277392  |
| MARQUEZ, GABRIELLA MARIE           | 60.00     | 277535  | NORTHWEST TIRE AND RETREAD          | 4756.50   | 277561  |
| MATTICE, KRISTA                    | 110.00    | 277445  | NORTHWEST TIRE AND RETREAD          | 84.50     | 1000610 |
| MENARDS                            | 14.45     | 277179  | NYBAKKEN BODY SHOP                  | 182.20    | 277205  |
| MENARDS                            | 12.51     | 277372  | O'REILLY AUTO PARTS                 | 13.96     | 1000611 |
| MENARDS                            | 96.30     | 277536  | OCLC                                | 1309.30   | 1000612 |
| MENARDS                            | 2750.08   | 1000581 | OFFICE DEPOT                        | 55.06     | 277207  |
| MEYER, LANCE                       | 55.00     | 277259  | OFFICE DEPOT                        | 337.11    | 277393  |
| MICROSOFT CORPORATION              | 180.00    | 277180  | OFFICE DEPOT                        | 43.54     | 277562  |
| MICROSOFT CORPORATION              | 178.00    | 277373  | OFFICE DEPOT                        | 1592.56   | 1000614 |
| MIDSTATES WIRELESS, INC            | 100.00    | 277181  | OFFICE FURNITURE RESOURCES          | 455.50    | 1000615 |
| MIDSTATES WIRELESS, INC            | 1059.13   | 277374  | OLSON, JASON                        | 138.00    | 277563  |
| MIDSTATES WIRELESS, INC            | 500.00    | 277537  | OLSON'S TOWING                      | 220.00    | 277208  |
| MINNESOTA HISTORICAL SOCIETY       | 28.00     | 1000582 | OLSON'S TOWING                      | 2160.00   | 277394  |
| MINOT AUTO                         | .00       | 277184  | OLSON'S TOWING                      | 450.00    | 277564  |
| MINOT AUTO                         | 1374.20   | 277262  | OVERHEAD DOOR CO. OF MINOT          | 13.00     | 1000616 |
| MINOT AUTO                         | 1077.83   | 277377  | PARSONS ELECTRIC LLC                | 17018.50  | 277395  |
| MINOT AUTO                         | 523.67    | 277539  | PBBS EQUIPMENT CORP                 | 190.45    | 277209  |
| MINOT AUTO                         | 198.60    | 1000583 | PETCO                               | 167.97    | 1000617 |
| MINOT AUTOMOTIVE CENTER            | 80.63     | 277185  | PICTOMETRY INTERNATIONAL CORP       | 825.00    | 277396  |
| MINOT BOARD OF REALTORS            | 185.00    | 277186  | POSSEN, LACEY                       | 7.19      | 1000618 |
| MINOT CITY AUDITOR                 | 75.00     | 277187  | POST CONSTRUCTION COMPANY           | 153147.15 | 277565  |
| MINOT CITY AUDITOR                 | 29.77     | 277446  | PRAIRIE ENGINEERING, P.C.           | 1500.00   | 277210  |
| MINOT CITY AUDITOR                 | 20.00     | 277540  | PRAIRIE SUPPLY                      | 97.48     | 277397  |
| MINOT COMMISSION ON AGING          | 7083.33   | 277188  | PRAIRIE SUPPLY                      | 36.50     | 277566  |
| MINOT COMMISSION ON AGING          | 22.79     | 1000584 | PRAIRIE SUPPLY                      | 142.50    | 1000619 |
| MINOT CONVENTION&VISITORS BUR.     | 2986.42   | 277189  | PREFERRED CONTROLS CORP             | 1037.00   | 277211  |
| MINOT CONVENTION&VISITORS BUR.     | 28992.06  | 277263  | PREFERRED CONTROLS CORP             | 1364.50   | 277398  |
| MINOT CONVENTION&VISITORS BUR.     | 18278.80  | 277378  | PRINGLE & HERIGSTAD, P.C.           | 729.05    | 277212  |
| MINOT CONVENTION&VISITORS BUR.     | 3576.64   | 277541  | PRINGLE & HERIGSTAD, P.C.           | 3184.30   | 277399  |
| MINOT DAILY NEWS                   | 1003.02   | 277190  | PRINGLE & HERIGSTAD, P.C.           | 2792.25   | 277567  |
| MINOT DAILY NEWS                   | 373.34    | 277379  | PROCOLLECT                          | 1729.63   | 277400  |
| MINOT DAILY NEWS                   | 101.47    | 277542  | PROSS, JAMES                        | 1415.00   | 277568  |
| MINOT ELECTRIC                     | 6800.00   | 277191  | PROVIDENT LIFE & ACC INS CO         | 622.00    | 277213  |





## June 3, 2019 Regular City Council Meeting

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

### **ELECTRONIC PAYMENTS**

|                             |                |
|-----------------------------|----------------|
| AFLAC                       | \$ 14,164.90   |
| BCBS                        | 368,164.08     |
| Federal Tax Withholding     | 313,772.12     |
| State Income Tax            |                |
| Sales and Use Tax           |                |
| ND State Disbursement       | 6,965.45       |
| Deferred Comp               | 18,205.30      |
| Verendrye Electric          | 53,913.40      |
| Xcel                        | 125,993.19     |
| MDU                         | 12,777.46      |
| Verizon                     |                |
| Credit Card Payments        |                |
| Mass Mutual                 | 86,241.92      |
| Credit Card Fees            | 169.90         |
| Discovery Benefits          | 10,410.83      |
| NDPERS Pension              | 22,217.36      |
| ND Public Finance Authority | 147,600.00     |
| Total                       | \$1,180,595.91 |

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

**ORDINANCE NO. 5378 - CHANGE THE ZONE FROM C2 TO RM ON GOHEENS ADDITION, LOT 6, BLOCK 3 – SECOND READING – APPROVED**

## June 3, 2019 Regular City Council Meeting

Alderman Jantzer moved the City Council place ordinance no. 5378 on second reading to change the zone from C2 (General Commercial District) to RM (Medium Density Residential District) on Goheens Addition, Lot 6, Block 3. This property is located at 2017 3rd Street NW. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5378 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **ORDINANCE NO. 5379 - CHANGE THE ZONE FROM R4 TO R1S ON RAMSTAD HEIGHTS ADDITION – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5379 on second reading to change the zone from R4 (Planned Residential District) to R1S (Single-Family Residential District with Small Lot Size Flexibility) on Ramstad Heights Addition. This property is located at 3213-3315 15th Street NW. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5379 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **ORDINANCE NO. 5380 - CHANGE THE ZONE FROM R4 TO R1S ON RAMSTAD HEIGHTS 2ND ADDITION – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5380 on second reading to change the zone from R4 (Planned Residential District) to R1S (Single-Family Residential District with Small Lot Size Flexibility) on Ramstad Heights 2nd Addition. This property is located at 3407-3421 15th Street NW. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5380 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **ORDINANCE NO. 5387 – AMEND THE 2019 ANNUAL BUDGET- SOURIS BASIN PLANNING COUNCIL – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5387 on second reading to amend the 2019 annual budget to increase Sales Tax Economic Development expenditures for the Souris Basin Planning Council Business Accelerator Fund grant. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5387 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **ORDINANCE NO. 5388 – AMEND THE 2019 ANNUAL BUDGET – VISIT MINOT PROFESSIONAL MARKETING CONSULTING GRANT – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5388 on second reading to amend the 2019 annual budget to increase Sales Tax Economic Development expenditures for the Visit Minot Professional Marketing Consultant grant. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5388 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **ORDINANCE NO. 5389 – AMEND THE 2019 ANNUAL BUDGET- PARKING STRUCTURE EXTERIOR FINISHES – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5389 on second reading to amend the 2019 annual budget to increase the sales tax infrastructure and capital purchases expenditures for the additional contractor and engineering expenditures for the parking structure exterior and interior finishes to be funded with sales tax infrastructure cash reserves. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5389 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

## **June 3, 2019 Regular City Council Meeting**

### **ORDINANCE NO. 5390 – AMEND THE 2019 ANNUAL BUDGET- NDDDES FY 2018/2019 HMEP TRAINING GRANT – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5390 on second reading to amend the 2019 annual budget to increase the fire education & training revenues and expenditures for a Hazardous Materials Emergency Preparedness Grant. The City match will be covered through the use of general fund cash reserves. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5390 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **ORDINANCE NO. 5391 - ACCOUNT NUMBER CHANGE FOR PD GRANTS & OFF DUTY POLICING – SECOND READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5391 on second reading to approve an adjustment regarding the account numbers for police grants and off duty policing overtime salaries in the annual budget. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5391 on second reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **ADMINISTRATIVE APPROVALS – APPROVED**

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

1. Trinity Health Foundation to conduct a raffle June 17, 2019 at Souris Valley Golf Course (2400 14th Avenue SW)
2. Hairball Haven to conduct a raffle June 23, 2019 at Petco (3212 16th Street SW)
3. American Cancer Society Relay For Life Trinity Lifesavers to conduct a raffle June 8, 2019 on Main Street.
4. J.L. Beers for a special event permit May 10, 2019 at Bishop Ryan High School (316 11th Ave NW)
5. Souris River Brewing for a special event permit June 13, 2019 downtown Minot
6. Lillian Coleman Taube Museum of Art to conduct a raffle July 19, 2019 at the Taube Museum (2 Main Street N)
7. Independence, Inc to conduct a raffle June 6, 2019 at Starving Rooster (30 1st Street NE)
8. Minot AFB Air Force Ball Committee to conduct a raffle October 1, 2019 at 11 36th Ave NW
9. Minot Commission On Aging to conduct raffles and bingo for the year July 1, 2019 through June 30, 2020 at Minot Commission On Aging (21 First Ave SE)
10. The Starving Rooster for a special event permit June 6, 2019 at 1st Street NE
11. Trinity Health Auxiliary to conduct a raffle June 1, 2019 at Minot Moose Club (400 9th Street SW)
12. Miss Rodeo ND to conduct a raffle October 5, 2019 at the Grand Hotel (1505 North Broadway)
13. The Tap Room for a special event permit May 30, 2019 at 1st and 1st Event Center (105 1st Street SE)
14. The Pour Farm for a special event permit June 6th and 13th, 2019 at 201 37th Avenue SW
15. East End for a special event permit May 30, 2019 at 400 Central Ave East
16. Atypical Brewery & Barrelworks for a special event permit June 6-8, 2019 at 510 Central Ave E
17. Souris River Brewing for a special event permit June 8, 2019 at Main Street downtown.
18. Elevation for a special event permit August 16-18 at MSU Dome Parking Lot (11th Ave NW)

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

### **GAMING SITE AUTHORIZATION- ANNUAL GAMING ORGANIZATION RENEWAL – APPROVED**

Alderman Jantzer moved the City Council approve the gaming site authorization for American Foundation for Wildlife to conduct games of chance at The Landing Bar & Bottle Shop for the license year of July 1, 2019 through June 30, 2020.

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

### **FINAL PAYMENT TO KLJ FOR MASTER PLAN AND ALP UPDATE (AIR030) – APPROVED**

## June 3, 2019 Regular City Council Meeting

Alderman Jantzer moved the City Council approve the Final Invoice for Master Plan and ALP Update (AIR030) to KLJ and authorize Rick Feltner, Airport Director, to sign any applicable Final Payment documentation.

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

### **ORDINANCE NO. 5392: REALLOCATE FUNDS INTO THE GENERAL FUND AND CLOSE THE APPLICABLE SPECIAL REVENUE FUND – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5392 on first reading to amend the 2019 annual budget to move the sidewalk, street improvements, and demolition special revenue funds into the general fund. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5392 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **2020 WCNTF JAG & LOTTERY GRANT APPLICATION (PD0172) – APPROVED**

Alderman Jantzer moved the City Council ratify the application by the Minot Police Department / Ward County Narcotics Task Force and authorize acceptance if awarded, the 2020 JAG and Lottery Grant from the ND Bureau of Criminal Investigation.

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

### **ACCEPTANCE OF BID AND APPROVAL OF PURCHASE OF BOMB SUIT FOR MINOT POLICE BOMB SQUAD (PD0164) – APPROVED**

Alderman Jantzer moved the City Council accept the bid from Med-Eng, LLC and authorize the purchase of a full coverage bomb suit.

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

### **FY2018 USDOJ – BULLETPROOF VEST PARTNERSHIP GRANT (PD0171) – APPROVED**

Alderman Jantzer moved the City Council grant authorization to apply for and, accept the US Department of Justice (USDOJ) FY 2018 Bulletproof Vest Partnership Grant for the Minot Police Department.

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

### **ORDINANCE NO. 5393: AMEND THE 2019 ANNUAL BUDGET – BULLETPROOF VEST PARTNERSHIP GRANT (PD0171) – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5393 on first reading to amend the 2019 annual budget to increase the police operation supplies revenues and expenditures for a FY18 Bulletproof Vest Partnership Grant. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5393 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **FY2019 USDOJ – BULLETPROOF VEST PARTNERSHIP GRANT (PD0174) – APPROVED**

Alderman Jantzer moved the City Council grant authorization to apply for and, if awarded, accept the US Department of Justice (USDOJ) FY 2019 Bulletproof Vest Partnership Grant for the Minot Police Department.

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

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### **ORDINANCE NO. 5394: AMEND THE 2019 ANNUAL BUDGET - TWO SKID STEER LOADERS TRADE-IN 2019 (4177) – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5394 on first reading to amend the 2019 annual budget to increase the street capital purchase expenditures and revenues to trade in two skid steer loaders using trade-in revenue. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5394 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **KELLER PAVING TURN LANE IMPROVEMENTS AND MEDIAN CROSSING PIPE PERMIT (4374) – APPROVED**

Alderman Jantzer moved the City Council approve the City of Minot to sponsor the project by Keller Paving to add turning lanes and median improvements on US Highway 2 and be designated as the permittee, authorize the Mayor to sign the permit and require that a performance and payment bond be required for the full amount of the improvements.

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

### **RETAIL LIQUOR & BEER LICENSE TRANSFER – KP2, INC. DBA THE SPOT – APPROVED**

Alderman Jantzer moved the City Council approve the transfer of the Retail Liquor & Beer license from Blindside Investments, LLP. to KP2, Inc. dba The Spot.

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

### **APPROVAL OF CDBG-NDR INFRASTRUCTURE POLICIES AND PROCEDURES – APPROVED**

Alderman Jantzer moved the City Council grant approval of CDBG-NDR Infrastructure Policies and Procedures for such projects as the Gathering Space and Family Homeless Shelter. Motion seconded by Alderman Olson.

Alderman Straight stated, he appreciates the document Mr. Zakian was able to produce which cross references guidelines and includes all of the project requirements. He reiterated that the public is frustrated with how long it takes to get projects moving and emphasized the need to work with the public to get projects accomplished.

Mayor Sipma mentioned the policies and procedures relating to the Gathering Space and said at the next Council meeting, there will be discussions about setting a deadline for property negotiations. He said, it is likely he will propose a deadline of September 30, 2019 for the negotiations of Site 2 to either be completed or move on to another site. He reminded that the deadline to use NDR funds is September, 2022.

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

### **REVISION OF ACCOUNTS PAYABLE JOB DESCRIPTION TO PURCHASING AGENT/FINANCIAL PROFESSIONAL & MOVE PART-TIME FINANCE PERSON TO A FULL-TIME FINANCIAL SPECIALIST – APPROVED**

Alderman Straight moved the City Council approve revisions to the Accounts Payable job description to include Procurement Specialist.

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

### **PROFESSIONAL CONSULTING SERVICES FOR RAC RFP PROCESS – APPROVED**

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Alderman Straight moved the City Council approve the Statement of Work from Landrum & Brown, Inc. to develop a Request for Proposals (RFP) for the development of a Quick Turn Around (QTA) facility at the Minot International Airport and authorize the Mayor to sign any applicable documentation.

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

### **ORDINANCE NO. 5395: AMEND THE 2019 ANNUAL BUDGET – PROFESSIONAL SERVICES DEVELOPMENT QTA RFP – FIRST READING – APPROVED**

Alderman Straight moved the City Council place ordinance no. 5395 on first reading to amend the 2019 annual budget to increase the airport professional services for development of the RFP for the QTA facility. Motion seconded by Alderman Olson and carried unanimously.

Alderman Straight moved the City Council pass ordinance no. 5395 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: none.

### **EXTENSION OF EMINENT DOMAIN OUTSIDE COUNSEL CONTRACT – APPROVED**

Alderman Jantzer moved the City Council approve the second one-year extension of modified Eminent Domain Swanson & Warcup, Ltd. Contract and authorize Mayor to execute all related documents for extension.

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

### **CDM SMITH NO COST EXTENSION AGREEMENT FOR ALLOCATION #1 – APPROVED**

Alderman Olson moved the City Council approve Allocation #1 CDM Smith Agreement Extension until June 30, 2020 at no added cost increase to current cap and authorize Mayor to execute extension agreement. Motion seconded by Alderman Straight.

Alderman Straight mentioned that he requested an update from Mr. Zakian regarding the status on “zombie” homes. The Council should receive the update soon.

Mayor Sipma added, the first demolition of the season will take place the next day and there will be five or six more throughout the summer.

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

### **SUB-SURECIPIENT AGREEMENT WITH LUTHERAN SOCIAL SERVICES HOUSING, INC. FOR FAMILY HOMELESS SHELTER – APPROVED**

Alderman Straight moved the City Council approve the sub-recipient agreement with Lutheran Social Services Housing, Inc. to construct and operate a Family Homeless Shelter. Motion seconded by Alderman Pitner.

Alderman Straight said, he has heard great feedback about the project from those involved.

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: none.

### **SUB-SURECIPIENT AGREEMENT WITH LUTHERAN SOCIAL SERVICES HOUSING, INC. FOR LMI HOUSING CONSTRUCTION – APPROVED**

Alderman Olson moved the City Council approve a sub-recipient agreement with Lutheran Social Services Housing, Inc. to construct 17 multi-family rental units focusing on LMI households at risk of homelessness. Motion seconded by Alderman Jantzer.

Alderman Straight requested clarification regarding whether the units will be renovations or new construction.

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Mr. Zakian explained, they will be new construction. The proposal with Lutheran Social Services for the Family Homeless Shelter works along with this proposal. The LMI housing will provide a revenue stream necessary to operate the Family Homeless Shelter. The LMI Housing is aimed at capturing a unique population that is at risk of homelessness for a variety of reasons and aren't a target market for existing housing. He said, the housing will be located in the same footprint as the homeless shelter and will provide revenue to the facility.

Alderman Straight asked if they considered buying an existing property, to which Mr. Zakian responded by saying, it is up to Lutheran Social Services which property is acquired but they did explore various options. He further explained, in order to meet HUD requirements and be allowed to rollover funds from the LMI Housing to the Homeless Shelter, it needs to be in the same footprint. He said, there were no existing cost-effective sites in Minot that meet their needs. He commented on the suggestion that hotels could be converted into a shelter but said, the proposal is for only six units and none of the properties on the market meet their proposal. He then gave kudos to the group working on the projects for the vulnerable population for their cooperation.

Upon questioning by Mayor Sipma, Mr. Zakian said the timeframe required to maintain LMI status for the housing is 20 years.

Alderman Jantzer commended those involved and said it is an elegant solution to fulfill the needs in Minot.

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; nays: none.

### **AUTHORIZATION OF APPLICATION TO GOVERNOR'S FUND FOR COMMUNITY DEVELOPMENT – APPROVED**

Alderman Straight moved the City Council grant authorization to apply for \$760,000 to the Governor's Fund for Community Development set-aside in support of the Lutheran Social Services Housing, Inc. projects being funded primarily through two sub-recipient agreements from CDBG-NDR grant and authorize the Mayor to sign all documents in support of the application.

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

### **PARKING RAMP ROOF AND DRAINAGE SYSTEM (3738.6) – APPROVED**

Alderman Jantzer moved the City Council authorize the design and construction of an EPDM roof system for both downtown parking structures, authorize the City Engineer to negotiate a scope and fee with EAPC to perform all consulting services for the roofing project and authorize the Mayor to sign the contract. Motion seconded by Alderman Olson.

Alderman Straight said, the City needs to protect its assets and it is necessary for this project to move forward.

Mayor Sipma agreed and said, it could be several years before any legal action is finalized and the City needs to protect the structures.

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

### **MISCELLANEOUS & DISCUSSION**

Mayor Sipma showed the gifts that were presented to the Minot delegation from the representatives of Norway, including a porcelain knife, a locally made wine carafe, and porcelain china. He said Telemark County is consolidating with another county so the Telemark logo will be a collector's item.

### **ADJOURNMENT**

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

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

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