

July 6, 2020 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – JULY 6, 2020 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.

MAYOR'S REPORT

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

June 2nd – Officer Cody Holte Funeral, Grand Forks
June 3rd – Legislative Outreach Update Meeting, Minot Priorities 2021
June 3rd – Sign Closing Papers, MREFPP
June 4th – Legislative Outreach Updating Meeting, Minot Priorities 2021
June 4th – Interim Water Topics Committee, 2019 Funding Appropriations
June 5th – COVID-19 Task Force
June 8th – Task Force 21 Meeting
June 9th – Water Commission Conference Call
June 9th – Barksdale Trophy – Task Force 21
June 11th – MADC Board Meeting
June 15th – Ward County Weed Board Meeting
June 15th – Special City Council Meeting
June 15th – Regular City Council Meeting
June 18th – MADC Executive Meeting
June 18th – Roosevelt Park Zoo Tiger Habitat Ribbon Cutting
June 19th – Juneteenth Celebration
June 23rd – ND Intermodal Meeting, MADC
June 23rd – City Council Meeting
June 24th – Sign Closing Papers, MREFPP
June 29th – Sabre Dogs Opening Night
June 30th - Nurse Residency Graduation Parade
July 1st – Minot Fireworks Association – Introduction For Fireworks

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

MAYORAL APPOINTMENTS – APPROVED

Alderman Olson moved the City Council ratify the following Mayoral Appointments:

Library Board

Mark Lyman to replace Alan Vandelinder with a term to expire June 2023.

MAGIC Fund Committee

Missy Fiest Erickson to replace Jason Zimmerman with a term to expire June 2023.

Perry Olson will be appointed to Chairman of the MAGIC Fund Committee.

Plumbing Board

Wayne Burbach reappointed with a term to expire June 2022.

Dalen Kendall to replace Don Kasper with a term to expire June 2022.

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

CITY MANAGER REPORT

Acting City Manager, David Lakefield, began his report by listing upcoming meetings, including the Planning Commission meeting the following day, Souris River Joint Board July 9th, Liaison Committee July 14th, and City Council July 20th. He proceeded with details about upcoming budget milestones. He said, the Finance team is currently working to compile a comprehensive budget. By July 27th, the budget will be ready to copy and bind and it will be presented to the Council at the August 3rd City Council meeting. August 17th will be the Budget Question & Answer session during the regularly scheduled Council meeting. He reminded the Council that they cannot increase the budget once it has been presented, they can only reduce it.

He then mentioned the City Superfund Site on which the Park District has proposed developing recreation facilities. It is the location of the former landfill so they are working through the process with the EPA to move the project forward.

He provided an update on construction projects and played several videos of drone footage at the locations of flood control, the 31st Avenue roundabout, and the Southwest Water Tower. He then said NDR projects could receive an extension to the grant's deadline. Senator Hoeven sponsored a bill requesting the deadline be extended from 2022 to 2025 and all 13 grantees have supported the legislation. He said, the City Hall Relocation project is continuing with the environmental review while the substantial amendment is being reviewed by HUD. The Center for Technical Education is also conducting the environmental review which should be completed by the end of August. The City has partnered with other agencies on the project including, Trinity Health, MSU, Dakota College at Bottineau, and State Board of Higher Education.

CITY ATTORNEY REPORT

The City Attorney submitted a written report.

APPROVAL OF THE MINUTES – APPROVED

Alderman Olson moved the City Council approve the minutes of the June 15, 2020 regular City Council meeting and the June 23, 2020 special 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.

APPROVAL OF BILLS, TRANSFERS & PAYROLL – APPROVED

Alderman Olson moved the City Council approve payroll for the period of May 24, 2020 through June 20, 2020 in the amount of \$2,100,006.00 and bills and transfers as listed for June in the amount of \$6,095,842.59 as follows:

AAAA	375.00	AMANO MCGANN, INC	589.87
282615		282621	
AAAA	950.00	AMANO MCGANN, INC	280.50
1002636		282809	
ACKERMAN ESTVOLD	28015.00	AMAZON.COM	1706.93
282616		1002641	
ACME TOOLS	1004.20	AMAZON/GEGRB	1079.15
282617		282811	
ACME TOOLS	1754.61	AMERICAN TRUCK & TRAILER, LLC	19.57
282804		282812	
ACME TOOLS	2835.12	AMERICAN WELDING & GAS, INC.	.00
1002637		282622	
ADAPCO, INC	78649.20	AMERICAN WELDING & GAS, INC.	10959.12
282805		282784	
ADOBE SYSTEMS INC.	629.87	AMERICAN WELDING & GAS, INC.	3515.28
1002638		282813	
ADVANCED BUSINESS METHODS	281.83	AMERICAN WELDING & GAS, INC.	44.52
282618		1002642	
ADVANCED BUSINESS METHODS	486.64	AMERIPRIDE	81.64
282806		282623	
AIRPORT LIGHTING COMPANY	824.60	AMERIPRIDE	81.64
282619		282814	
AIRSIDE SOLUTIONS	910.44	ANDERSON, JANET	73.44
282807		282624	
ALL AMERICAN TROPHIES	8.25	APCO INTERNATIONAL	439.00
282620		1002643	
ALL AMERICAN TROPHIES	129.40	APEX ENGINEERING GROUP	182325.06
282808		282815	

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APH/AUTO VALUE	198.08	282625	FACTORY MOTOR PARTS	732.60	282686
AQUA-PURE INC	10980.00	282816	FACTORY MOTOR PARTS	283.98	282853
ARROWHEAD ACE HARDWARE	166.36	1002644	FACTORY MOTOR PARTS	585.95	1002670
ASPHALT PRESERVATION COMPANY, INC.	14033.20	282940	FARGO GLASS & PAINT COMPANY	20000.00	282687
ASSETWORKS LLC	5622.05	282626	FASSTENAL COMPANY	60.49	282688
ASSINIBOINE RIVER BASIN INITIATIVE	10000.00	282627	FASSTENAL COMPANY	15.38	1002671
ASSOCIATION OF STATE FLOODPLAIN	300.00	1002645	FBI-LEEDA	350.00	1002672
AT&T	3945.07	1002647	FEDERAL EXPRESS	37.92	282689
AUTO ZONE 6843	43.98	1002648	FEDERAL EXPRESS	99.77	282854
AXON ENTERPRISE, INC	270.00	282628	FEDERAL EXPRESS	104.97	1002673
AXON ENTERPRISE, INC	6757.50	282817	FERGUSON WATERWORKS #2516	5368.36	1002674
B & H PHOTO-VIDEO	89.24	1002649	FIRE EQUIPMENT CO.	108.00	282690
BAG LLC	1177.82	282629	FIRE EQUIPMENT CO.	156.00	282855
BAKER & TAYLOR BOOKS	8299.59	1002650	FIRE SAFETY USA, INC	1190.00	282856
BAKKE GRINOLDS WIEDERHOLT	3121.50	282630	FIRE SAFETY USA, INC	112.00	1002675
BALCO UNIFORM COMPANY, INC.	866.00	282818	FIRST DISTRICT HEALTH UNIT	20833.33	282691
BATTERIES PLUS BULBS #639	2459.20	282819	FIRST INTERNATIONAL BANK & TRUST	1260.00	282950
BATTERIES PLUS BULBS #639	81.41	1002651	FIRST WESTERN INSURANCE	.00	282789
BEAN, ELLEEN	99.99	282631	FLEETMIND SOLUTIONS INC	.80	1002676
BECHTOLD PAVING	3964.50	282632	FSX EQUIPMENT	1270.59	282692
BECHTOLD PAVING	22470.00	282820	G & P COMMERCIAL SALES	389.76	282693
BERRY DUNN MCNEIL & PARKER LLC	28120.00	1002652	G & P COMMERCIAL SALES	101.06	282857
BEST BUY BUSINESS ADVANTAGE ACCOUNT	41.89	1002653	G & P COMMERCIAL SALES	338.88	1002677
BLACKBURN MANUFACTURING COMPANY	124.69	1002654	GALE	28.49	282858
BLU ON BROADWAY, LLC	167258.11	282974	GALLS LLC	505.99	282694
BLUE CROSS BLUE SHIELD OF ND	60.00	282633	GALLS LLC	506.89	1002678
BLUETARP FINANCIAL, INC	437.12	1002655	GAME STOP	1331.67	1002679
BNSF RAILWAY COMPANY	6280.83	282634	GEFROH ELECTRIC	124010.00	282859
BNSF RAILWAY COMPANY	25.00	282821	GEFROH ELECTRIC	2150.50	1002680
BNSF--FORT WORTH	7400.00	282941	GENERAL TRADING	23.27	282695
BOOT BARN INC	200.00	1002656	GENERAL TRADING	39.43	282860
BOPPRE LAW FIRM, PLLC	6000.00	282942	GENERAL TRADING	629.68	1002681
BORDER STATES INDUSTRIES INC	9663.52	282822	GERDAU RECYCLING	33.43	282696
BRAYS SADDLERY	60.00	282635	GERDAU RECYCLING	446.09	282861
BURNS, PAUL	50.00	282943	GFOA	159.00	1002682
BUTLER MACHINERY CO.	144.80	282636	GILLIG LLC	258.00	282697
BUTLER MACHINERY CO.	3648.41	282823	GLASS DOCTOR	526.35	282862
BUTLER MACHINERY CO.	4378.32	1002657	GOETTLE, SHANE C	3500.00	282698
CAPFIRST EQUIPMENT FINANCE	390594.00	282637	GOOSENECK IMPLEMENT	517.77	282699
CASHWISE	5.00	282824	GOOSENECK IMPLEMENT	1030.35	282863
CDM SMITH	148810.50	282944	GOOSENECK IMPLEMENT	31.42	1002683
CDW GOVERNMENT INC	141.93	1002658	GRAND FORKS FIRE EQUIPMENT	836.96	1002684
CENTER FOR EDUCATION & EMPLOYMENT	124.95	282638	GRAVEL PRODUCTS, INC.	7.95	1002685
CENTRAL TRENCHING INC	2500.00	282825	GRAYBAR	676.64	1002686
CHRISTOPHER A. CARLSON	335.85	282786	HACH	4573.54	282701
CHRISTOPHER A. CARLSON	335.85	282945	HACH	2630.03	1002687
CITY OF MINOT	1224.00	282639	HAHN, DILLAN	150.00	282864
CITY OF MINOT	117.00	282826	HAISCH, CATHIE & JUSTIN	730.00	1002688
CLEAN TECH	175.00	282640	HANSON'S EXCAVATING	2304.00	282702
CLEAN TECH	75.00	282946	HAUSER'S FARM SUPPLY	111.65	282865
CLOVIS ENERGY SERVICES LLC	5000.00	282641	HAWKINS, INC	5576.00	282703
COLLABORATIVE SUMMER LIBRARY PROG	1329.70	282642	HAWKINS, INC	3750.00	282866
COLONIAL LIFE PREMIUM PROCESSING	2630.42	282643	HEPPNER CONSULTING, INC.	29033.00	282790
COMPUTER STORE	329.98	1002659	HIEB CONSTRUCTION INC	3353.81	282704
CORE & MAIN	11314.41	1002660	HIGHT CONSTRUCTION	5217.32	282705
CRAFT BUILDERS, INC	6480.00	282644	HIRSHFIELD'S	72.99	1002689
CREDIT COLLECTIONS BUREAU	200.00	282947	HOME DEPOT CREDIT SERVICES	396.09	1002690
CROSS MATCH TECHNOLOGIES, INC	860.80	282829	HOME OF ECONOMY	1255.05	1002691
CUMMINS POWER, LLC	2682.25	282830	HOUSTON ENGINEERING, INC	27234.04	282706
CUMMINS POWER, LLC	1029.00	1002661	HOUSTON ENGINEERING, INC	2255.29	282867
CURT'S STARTER & ALT. SERVICE	151.75	282645	HP INC	8393.22	282707
DACOTAH PAPER CO.	128.62	282831	HP INC	1231.20	282791
DACOTAH PAPER CO.	625.16	1002662	HYDRO KLEAN	105651.37	282868
DAKOTA FIRE EXTINGUISHER	56.00	282832	I. KEATINGS FURNITURE INC.	1242.50	282708
DAKOTA FIRE EXTINGUISHER	2223.00	1002663	I. KEATINGS FURNITURE INC.	2164.37	1002692
DAKOTA FLUID POWER, INC	63.77	282833	IED SUPPORT SERVICES	9625.00	282869
DAKOTA FLUID POWER, INC	90.87	282948	INFORMATION TECHNOLOGY DEPARTMENT	.00	282711
DAKOTA FLUID POWER, INC	1593.51	1002664	INFORMATION TECHNOLOGY DEPARTMENT	3076.37	282794
DAKOTA OUTERWEAR CO.	78.50	282646	INNOVATIVE OFFICE SOLUTIONS LLC	35.39	1002693
DAKOTA OUTERWEAR CO.	202.50	1002665	INTERNATIONAL CODE COUNCIL, INC	34.50	1002694
DAKOTALAND AUTOGLASS	90.00	282834	INTERSTATE BATTERY SYSTEM	263.90	282870
DAVIDSON CONSTRUCTION	6350.00	282647	J.D. POWER	408.00	282712
DAVIS, LAURIE	795.00	282649	JH MEDICAL SUPPLY	253.86	282871
DELL MARKETING L.P.	1532.92	282650	JO-ANN STORES, LLC	1428.00	282713
DELL MARKETING L.P.	795.72	282788	JOHN DEERE FINANCIAL	44346.19	282714
DELL MARKETING L.P.	177.87	282835	JOHNSON CONTROLS	1078.86	282872
DELL MARKETING L.P.	253.98	1002666	JOHNSON CONTROLS	345.90	1002695
DIRECTV	124.99	1002667	KARL'S TV & APPLIANCE	899.96	1002696
DOMESTIC VIOLENCE CRISIS CENTE	573.93	282651	KELLER PAVING AND LANDSCAPING	181617.02	282874
DORSEY & WHITNEY	413.10	282652	KIWANIS CLUB OF MINOT	150.00	282875
DORSEY & WHITNEY	277.20	282949	KRAUS FLOORING	485.00	282715
DUKE, SHAWN	150.00	282653	L-TRON CORPORATION	9751.95	282716
DUNCAN CO.	290.36	282654	LANDRUM AND BROWN, INC	2220.00	282876
DXP ENTERPRISES, INC	998.56	1002668	LEMERE, CHARITY	64.40	282717
EBSCO INFORMATION SERVICES	3414.00	282655	LEXISNEXIS MATTHEW BENDER	130.26	1002697
ECOLAB	524.88	282656	LHOIST NORTH AMERICA OF MISSOURI	30998.60	282718
ECOLAB	122.24	282836	LHOIST NORTH AMERICA OF MISSOURI	23607.50	282877
EMERGENCY AUTOMOTIVE TECHNOLOGIES	23.78	282657	LIBRARICA LLC	476.70	1002698
EMERGENCY AUTOMOTIVE TECHNOLOGIES	279.67	282837	LOCATORS & SUPPLIES	204.68	282878
ENERBASE	25047.61	282684	LOWES PRINTING, INC.	196.15	1002699
ENERBASE	10155.97	282852	M & S SHEET METAL, INC.	93.00	282719
ENERBASE	70.49	1002669	M&T FIRE AND SAFETY INC	582.00	1002700
ENVIRONMENTAL SERVICES, LTD (ESL)	3145.29	282685	M&C	30416.67	282720

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MAGIC CITY GARAGE DOOR COMPANY	1350.00	1002701	POST BOARD	180.00	282614
MAIN ELECTRIC CONSTRUCTION	39184.91	282722	POST CONSTRUCTION COMPANY	20787.99	282910
MAIN ELECTRIC CONSTRUCTION	51765.16	282879	POST CONSTRUCTION COMPANY	442619.78	282965
MAK, SUHERMIN	25.00	282723	PRAIRIE SUPPLY	283.48	282750
MARCO, INC	214.30	282724	PRAIRIE SUPPLY	506.91	1002741
MARCO, INC	157.20	282795	PRINGLE & HERIGSTAD, P.C.	2327.22	282751
MARCO, INC	232.54	282951	PRIORITY DISPATCH	730.00	1002742
MARKETPLACE FOODS	54.58	1002702	PROCOLLECT	.00	282911
MARTISEN, DELLA & OLIVIA CHRISTMAS	20.00	282725	PROCOLLECT	916.70	282966
MENARDS	3992.87	1002708	PROTECH INTEGRATIONS LLC	44.97	282752
MICROSOFT CORPORATION	2336.00	1002711	PTS POWER	5284.61	282753
MIDSTATES WIRELESS, INC	687.50	282727	RDO EQUIPMENT	5088.54	1002743
MILITARY NAMES	63.00	1002712	RECORDED BOOKS	203.84	282912
MINOT AUTO	968.41	282730	REDSTONE TECHNOLOGIES, INC	1995.00	282913
MINOT AUTO	.00	282882	REPUBLIC PARKING SYSTEM	26543.94	282754
MINOT AUTO	1588.22	282955	REPUBLIC PARKING SYSTEM	18972.17	282967
MINOT AUTO	716.66	1002713	RHI SUPPLY	352.94	1002744
MINOT CITY AUDITOR	20.00	282956	ROBISON, CARI	50.00	282755
MINOT COMMISSION ON AGING	8750.00	282731	ROLAC CONTRACTING	120852.00	282756
MINOT CONVENTION&VISITORS BUR.	5206.43	282796	ROTARY CLUB OF MINOT	66.00	282757
MINOT CONVENTION&VISITORS BUR.	2189.23	282883	ROTELIUK, RONDEL	120.75	282914
MINOT CONVENTION&VISITORS BUR.	4385.40	282957	SANITATION PRODUCTS	674.80	282915
MINOT DAILY NEWS	589.00	282732	SCHATZ CROSSROADS TRUCKSTOP	10.00	282758
MINOT DAILY NEWS	226.20	282797	SCHATZ CROSSROADS TRUCKSTOP	10.06	282916
MINOT DAILY NEWS	1548.85	282884	SCHEELS	529.98	1002745
MINOT DAILY NEWS	247.48	1002714	SCHOCKS SAFE AND LOCK SERVICE	100.00	282759
MINOT ELECTRIC	763.80	282733	SCHOCKS SAFE AND LOCK SERVICE	422.10	282917
MINOT ELECTRIC	3826.30	1002715	SCHOCKS SAFE AND LOCK SERVICE	486.56	1002746
MINOT EMPLOYEE DONATIONS	1466.48	282958	SCHULTZ, PHIL	400.00	282918
MINOT LUMBER	7100.00	282885	SCREENCLOUD	40.00	1002747
MINOT PARK DISTRICT	1000.00	282959	SERTOMA CLUB OF MINOT	100.00	282919
MINOT PAVING	257864.68	282886	SHERWIN WILLIAMS	137.64	282760
MINOT PAVING	204791.58	282960	SIPMA, SHAUN	299.95	282761
MINOT RESTAURANT SUPPLY	66.70	1002716	SOURIS RIVER JOINT WATER RESOURCE	719499.25	282763
MINOT VETERINARY CLINIC	4073.00	1002717	SOUTH DAKOTA CHILD SUPPORT	175.87	282800
MINOT WELDING COMPANY	454.25	282887	SOUTH DAKOTA CHILD SUPPORT	188.31	282968
MISC P CARD VENDOR	18428.12	1002721	SRF CONSULTING GROUP	2357.80	282920
MISCELLANEOUS A/R	15663.45	282613	SRT COMMUNICATIONS	9702.33	1002750
MISCELLANEOUS A/R	24970.00	282827	STATE HISTORICAL SOCIETY	81.00	282764
MN CHILD SUPPORT PAYMENT CENTER	172.12	282798	STATE WATER COMMISSION	98585.41	282765
MN CHILD SUPPORT PAYMENT CENTER	172.12	282961	STATE WATER COMMISSION	47307.79	282921
MONTAGE ENTERPRISES INC	1192.74	282888	STATE WATER COMMISSION	1042833.47	282970
MORE THAN MUSIC	2030.78	282734	STEEN CONSTRUCTION & ASSOCIATES	241690.50	282803
MOWBRAY & SONS	2267.06	282890	STRYKER	350.10	282922
MULCAHY COMPANY	2856.47	1002722	STRYKER	1502.60	1002751
MUUS LUMBER	58.48	1002723	SUNDRE SAND & GRAVEL, INC.	6439.92	282766
MVTL LABORATORIES	1829.00	1002724	SWANSON & WARCUP, LTD	6039.42	1002752
NAPA AUTO PARTS	725.07	282736	SWANSTON EQUIPMENT	9785.20	282767
NAPA AUTO PARTS	1287.26	282892	SWANSTON EQUIPMENT	3856.70	282923
NAPA AUTO PARTS	838.95	1002725	TANEY ENGINEERING	750.00	282924
NARDINI FIRE EQUIPMENT	350.00	1002726	TARGET	83.43	1002753
NATIONAL PAYMENT CORPORATION	143.23	282737	TARGETS ONLINE	52.97	1002754
NBS CALIBRATIONS	194.00	1002727	TEAM ELECTRONICS INC	96.00	282768
ND DEPT OF ENVIRONMENTAL QUALITY	125.00	282894	TEAM ELECTRONICS INC	75.00	282925
ND DEPT OF HEALTH	18.54	282895	THOMSON REUTERS-WEST PAYMENT CENTER	264.00	1002755
ND DEPT OF TRANSPORTATION	18940.41	282802	TIM HORTONS	10.00	282926
ND DEPT OF TRANSPORTATION	142200.20	282896	TIMMONS GROUP	4000.00	282927
ND DEPT OF TRANSPORTATION	12.50	282897	TRACTOR SUPPLY CREDIT PLAN	162.90	1002756
ND DEPT OF TRANSPORTATION	12.50	282898	TRAFFIC CONTROL CORPORATION	2512.00	282769
ND FRATERNAL ORDER OF POLICE	1475.00	282963	TRANE COMPANY	144.26	1002757
ND PEACE OFFICERS ASSOCIATION	40.00	1002728	TREAT, JACOB	30.00	282770
ND STATE BOARD OF LAW EXAMINERS	25.00	1002729	TRINITY MEDICAL GROUP	516.75	1002758
NEBRASKA CHILD SUPPORT PAYMENT	563.08	282799	TRUE VALUE MINOT	8.87	1002759
NEBRASKA CHILD SUPPORT PAYMENT	563.08	282964	TYLER TECHNOLOGIES, INC	35699.34	282771
NET TRANSCRIPTS	1017.41	282738	TYLER TECHNOLOGIES, INC	89164.90	282928
NET TRANSCRIPTS	1359.86	282899	U.S. POST OFFICE	5000.00	282929
NEUHALFEN, RODNEY BRIAN	50.00	282900	UHL CO.	472.50	1002760
NIESS IMPRESSIONS	91.23	1002730	ULINE	1152.02	1002761
NORTH COUNTRY MERCANTILE	192.87	1002731	ULTRIG	12210.60	282772
NORTH COUNTRY SPORTSWEAR	700.00	282739	UNIFORM CENTER	563.88	282773
NORTH PRAIRIE RURAL WATER	54.60	1002732	UNITED MAILING SERVICE	290.26	282774
NORTH WINDS TRUCK ACCESSORIES	259.80	282740	UNITED MAILING SERVICE	297.14	282930
NORTHERN BRAKE	88.50	282901	UPS STORE #1423	77.14	1002762
NORTHERN TESTING	496.00	282741	USA BLUE BOOK	186.30	1002763
NORTHERN TESTING	361.00	282902	USPS - FEE PAYMENTS	558.00	1002764
NORTHSTAR STEEL, INC.	2010.75	282742	VELVA ENVIRONMENTAL LLC	6384.45	282775
NORTHWEST TIRE AND RETREAD	3984.73	282744	VERIZON WIRELESS	40.04	282776
NORTHWEST TIRE AND RETREAD	3464.93	282904	VERIZON WIRELESS	4101.23	1002765
O'REILLY AUTO PARTS	9.04	1002733	VESSCO, INC	681.91	282931
OFFICE DEPOT	1541.54	1002735	WAGNER CONSTRUCTION	119925.24	282777
OFFICE FURNITURE RESOURCES	5850.00	282905	WAL MART	37.73	1002766
OIAN, DAVID	18.00	282745	WALKER, LYRA	50.00	282932
OK AUTOMOTIVE	218.54	282746	WANTZ, MACEY	55.20	282778
OK AUTOMOTIVE	65.95	1002736	WARD COUNTY CLERK OF DIST. COURT	250.00	282779
OLSON'S TOWING	1360.00	282747	WARD COUNTY RECORDER	20.00	282971
OLSON'S TOWING	115.00	282906	WASTE NOT RECYCLING LLC	16252.20	282780
ONE CALL CONCEPTS, INC	1239.75	282748	WATER ACCOUNT REFUNDS	13.43	282648
OTIS ELEVATOR COMPANY	10384.44	282907	WATER ACCOUNT REFUNDS	10.55	282700
PARSONS ELECTRIC LLC	125.00	282909	WATER ACCOUNT REFUNDS	13.25	282726
PEI (PERSONNEL EVALUATION INC)	50.00	1002737	WATER ACCOUNT REFUNDS	5.69	282749
PETCO	270.29	1002738	WATER ACCOUNT REFUNDS	17.73	282783
PITNEY BOWES INC.	243.93	1002739	WATER ACCOUNT REFUNDS	5.07	282785
POLLARD WATER	245.67	1002740	WATER ACCOUNT REFUNDS	50.00	282787

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WATER ACCOUNT REFUNDS	45.07	282801	WESTLIE FORD	161.00	282934
WATER ACCOUNT REFUNDS	2.94	282828	WESTLIE TRUCK CENTER	32333.25	282782
WATER ACCOUNT REFUNDS	25.95	282873	WESTLIE TRUCK CENTER	3314.02	282936
WATER ACCOUNT REFUNDS	50.00	282889	WESTLIE TRUCK CENTER	410.65	1002769
WATER ACCOUNT REFUNDS	2.43	282908	WILBUR-ELLIS CO LLC	350.00	282937
WATER ACCOUNT REFUNDS	43.57	282962	WILBUR-ELLIS CO LLC	184.50	1002770
WATER ACCOUNT REFUNDS	10.94	282969	WINNELSON	28.34	1002771
WATER ACCOUNT REFUNDS	14.79	282972	XEROX CORPORATION	2011.43	282938
WATER ACCOUNT REFUNDS	29.72	282973	3D SPECIALTIES INC.	6006.35	282939
WELLS CONCRETE	1104.11	282933			
WEST OAKS ANIMAL HOSPITAL	27.68	1002767	TOTAL:	\$6,095,842.59	
WESTERN STEEL AND PLUMBING	141.56	1002768			

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. 5357- REZONE LOT 1, BLOCK 2, OVERLOOK PARK ADDITION – SECOND READING – APPROVED

Alderman Olson moved the City Council place ordinance no 5357 on second reading rezoning Lot 1, Block 2, Overlook Park Addition from R1 (Single Family Residential) to P (Public). Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5357 on second reading. 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. 5429- ANNEXATION OF SECTION 30-155-82, OUTLOT 50- SECOND READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5429 on second reading to annex into the corporate limits of the City of Minot approximately 1.05 acres of land being part of Outlot 50 in Section 30, Township 155, Range 82. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5429 on second reading. 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. 5430 – REZONE SECTION 30-155-82, OUTLOT 50- SECOND READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5430 on second reading to rezone an unzoned portion of Outlot 50 in Section 30, Township 155, Range 82 to P (Public) zone. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5430 on second reading. 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. 5512 - AMEND 2020 ANNUAL BUDGET: FIT TESTING MACHINE – SECOND READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5512 on second reading to amend the 2020 annual budget to increase the Fire capital equipment expenditures and decrease the Fire operation supplies expenditures for the purchase of fit testing equipment funded by the 2018 Homeland Security Grant. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5512 on second reading. 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. 5513 – AMEND THE 2020 ANNUAL BUDGET: L-TRON OSCR360 PANORAMIC SCENE CAMERA PURCHASE (PD0185) – SECOND READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5513 on second reading amending the 2020 annual budget to increase Police general fund operation supplies expenditures and revenues and decrease Police capital equipment purchase expenditures and revenues for the purchase of a 3D Evidence Collection Camera for Ward County funded by the FY2019 Edward Byrne JAG Grant. Motion seconded by Alderman Pitner and carried unanimously.

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Alderman Olson moved the City Council pass ordinance no. 5513 on second reading. 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. 5514 - NO PARKING ON 12TH STREET SW BETWEEN 8TH AVENUE SW AND 16TH STREET SW – SECOND READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5514 on second reading to add parking restrictions to the following location:

1. South side of 12th Street SW, between 16th Street SW and 8th Avenue SW.
2. North side of 12th Street SW, east 230-feet from the center of the 16th Street SW intersection.

Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5514 on second reading. 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. 5515 – AMEND THE 2020 ANNUAL BUDGET - SECOND ALLOCATION QUALITY CONTROL (DR0001) – FIRST READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5515 on first reading to amend the 2020 annual budget to increase the general fund personnel expenditures for quality control activities. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5515 on first reading. 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. 5516 - AMEND THE 2020 ANNUAL BUDGET- COUNTRY FINANCIAL DONATION (FD0108) – FIRST READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5516 on first reading to amend the 2020 annual budget to increase fire control - operational supplies for a sound system purchase for the fire prevention department with a donation from Country Financial. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Olson moved the City Council pass ordinance no. 5516 on first reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

NDDOT FFY 2021 TRAFFIC SAFETY GRANT – APPROVED

Alderman Olson moved the City Council grant authorization to apply for and, if awarded, accept the North Dakota Department of Transportation (NDDOT) FY 2021 Traffic Safety Enforcement Grant for the Minot Police Department 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.

GAMING SITE AUTHORIZATION- COMPANIONS FOR CHILDREN – APPROVED

Alderman Olson moved the City Council approve the gaming site authorization for Companions For Children to install electronic dispensing devices at Buffalo Wild Wings (3820 South Broadway).

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

RETAIL BEER & WINE LICENSE TRANSFER- BLUE RIDER – APPROVED

Alderman Olson moved the City Council approve the transfer of the Retail Beer & Wine license from Y.N.O.T. Inc to Der Blaue, LLC dba Blue Rider operating at 118 1st Ave SE.

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

ASSIGNMENT OF LEASE FROM DON BESSETTE AVIATION, INC. TO FLYING S REAL ESTATE, LLC. FOR LOT 6 BLOCK 9, MINOT INTERNATIONAL AIRPORT SECOND ADDITION – APPROVED

Alderman Olson moved the City Council assign a ground lease rent agreement for Lot 6 Block 9, Minot International Airport Second Addition, from Don Bessette Aviation, Inc. to Flying S Real Estate, LLC and authorize the Mayor to sign any documentation necessary to complete the assignment.

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

FEDERAL AVIATION ADMINISTRATION (FAA) TOWER LEASE AT MOT – APPROVED

Alderman Olson moved the City Council approve the FAA Tower lease at the Minot International Airport 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.

MOUSE RIVER FIREFIGHTERS ASSOCIATION MUTUAL AID AGREEMENT – APPROVED

Alderman Olson moved the City Council authorize the Mayor to sign the Mouse River Firefighters Association Mutual Aid Agreement.

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

TRANSIT ADVERTISING MOU EXTENSION FOR THE 2020 CENSUS – APPROVED

Alderman Olson moved the City Council approve the memorandum of understanding for transit advertising between the City of Minot Transit Department and the City of Minot Planning Department for advertising the 2020 United States Census on one (1) city transit bus and seven (7) sanitation vehicles 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.

TREE AGREEMENT FOR SUNSET RIDGE AND TERRACE CURVE CONDOS – APPROVED

Alderman Olson moved the City Council ratify the approval of two agreements to place trees within public right of way for Sunset Ridge and Terrace Curve Condos.

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

TRINITY HEALTH REPLACEMENT CAMPUS -KLJ CONTRACT AMENDMENT – APPROVED

Alderman Olson moved the City Council approve the contract Amendment No. 1 for Task Order No. 2 with KLJ for the Trinity Replacement Campus and authorize the Mayor to sign the amendment

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

TRAFFIC SIGNAL INTERCONNECT 5-YEAR CONTRACT – APPROVED

Alderman Olson moved the City Council authorize the Traffic Engineer to sign an Elite 5-year contract agreement with SRT Communications, Inc (SRT) for existing fiber optic communications and authorize the Traffic Engineer to sign future Elite 5-year contract agreements with SRT for future fiber optic communications.

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

P# 3529.04A MREFPP PHASE MI-4A MAPLE DIVERSION UTILITY RELOCATION BID AWARD – APPROVED

Alderman Podrygula moved the City Council approve the bid from Strata Corporation as the apparent low bid for the Mouse River Enhanced Flood Protection Project (MREFPP) Phase MI-4A Maple Diversion Utility Relocation and recommend approval to the SRJB. Motion seconded by Alderman Pitner.

Alderman Podrygula requested the Public Works Director explain the differences between the engineer's estimate and the bid. Mr. Jonasson stated, the bulk of the difference is a result of mobilization costs. The engineer's best guess was based on a mobilization cost about 7%-8% of the project cost, but the bid was about 12 ½ %-13%. Those costs depend on the amount of equipment needed and where it's located. He said, there were also differences in the price of pvc pipe and manholes which is a result of issues with supplies and shortages. He further explained, it is a normal process since estimates are based on historical considerations. He mentioned however, this is the first portion of flood control where the bid was above the engineer's estimate.

Alderman Podrygula requested the Public Works Director provide this type of information in the memo going forward.

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

AUCTION FLOOD BUYOUT STRUCTURES AND STRUCTURE SALVAGE – APPROVED

Alderman Jantzer moved the City Council authorize auction of the structure at 1520 3rd Avenue SE and salvage of 708 2nd Avenue NE. Motion seconded by Alderman Pitner.

Mayor Sipma pointed out the correction to the address of the structure for auction located at 1520 3rd Avenue SE as it was initially printed as 1520 3rd Avenue NE.

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

PUBLIC HEARING- GABRIEL HOLT, TITA, LLC MOVE REQUEST- 412 5TH AVE NW – APPROVED

The City Council held a public hearing to consider a request by Gabriel Holt, TITA, LLC to relocate a single-family residence and detached garage from 619 North Broadway, Minot ND, 58701 also known as TITA Addition Lot 1, to 412 5th Ave NW, Minot, ND 58701, also known as North Minot Addition Lot 3 Block 9, subject to conditions. No one appeared on behalf of the request.

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

PUBLIC HEARING: APPEAL OF THE NOTICE OF VIOLATION AND ORDER FOR REMEDIAL WORK OR DEMOLITION

The City Council held a public hearing to consider the appeal submitted by Carrie St Croix regarding the Notice of Violation and Order for Remedial Work or Demolition for property located at 1804 Aspen Circle.

The City Attorney explained that the Building Official issued the Notice and it was appealed by the property owners. Under City Ordinance, the Council has an obligation to hear the information presented and determine whether to affirm the Building Official's order, modify the order, or reverse the order.

Building Official, Luke Tillema, presented information on the issue. He provided photos of the property at 1804 Aspen Circle, which was destroyed by a fire on October 31, 2019. He explained, the building was determined to be dangerous according to Section 9-13 (B) of the Building Code, which states, "If the building is in such condition that in the opinion of the building official no one (1) or combination of other remedies is adequate to eliminate violations and protect occupants,

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visitors and the public, demolition shall be ordered; and if the building is sixty (60) percent or more damaged, decayed or deteriorated from its former value or structure it may be presumed that the building may not reasonably be repaired and the building official may order demolition.”

Mr. Tillema explained the demolition order and the series of inspections that took place from the time of the fire until the present. The original order was hand delivered November 1, 2019 requiring remedial action take place by January 1, 2020. The Building Department was willing to work with the owners after the deadline for several reasons, including, inclement weather, there was temporary bracing to stabilize the building in order to clean and remove personal items, and the owners were working with the insurance company. Since that time however, several complaints have been received from neighbors who raised concerns about children playing near the dangerous building and reporting that the owner and others were entering the building.

The Building Official said, a third party was hired through the insurance company to determine what should be done with the building. The Inspection Department received their inspection on April 14, 2020, in which they recommended removal of the building and reusing the foundation. He said, they were notified by private citizens that the protective fence that was surrounding the building was removed. The building department then reached out to their local contacts, Scott Bexell Architects and CT Construction, and learned that the owners had been paid by their insurance company and the fence was removed by the contractor. It was also discovered that the “Unsafe Structure” placard was removed, which is a violation of City ordinance. A third inspection was scheduled which revealed there had been minimal change to the property so a third Notice was delivered June 11, 2020. The Notice provided ten days for the owners to act, since it had been nearly eight months since the fire occurred and efforts to remediate had halted and appeared to be going backwards. Mr. Tillema explained that the next step would be pursuant of Section 9-14 of City Code, Disregarding notice of violation.

He further stated, the Building Department took a phone call from a potential buyer of the property on June 17th. The potential buyer was given the facts about the situation but were not told they could not buy the property. He said, they have taken multiple calls from potential buyers and all of them were given the same facts. Mr. Tillema then addressed the appeal letter that was submitted by Carrie St. Croix. He explained each of the statements, line by line.

He concluded by requesting the Council affirm the June 11, 2020 Notice of Violation and Order for Remedial Work or Demolition, find the structure at 1804 Aspen Circle SW to be a dangerous building, and direct City staff to, in accordance with Chapter 9 of the City of Minot Code of Ordinances, (1) solicit bids for the demolition of the dangerous building at 1804 Aspen Circle SW; Minot, North Dakota; (2) move forward with the demolition of the dangerous building; and (3) assess the costs of demolition against the property.

Kirk and Carrie St. Croix addressed the Council. They said they have worked with their insurance company, Scott Brexell, and Clean Tech to take care of the issues and they believed they were doing everything they needed. The insurance company tried to work with ServPro, but they took months to get a bid and then it came in at \$80,000. Clean Tech bid in January at only \$20,000. Mr. St Croix said they have cleaned the area and have been in contact with the Fire Department and Police Department and were under the impression it was safe to enter the building. He then said, they have potential buyers but they had been told they cannot buy the house and it must be demolished. He said, Clean Tech took the temporary fence when they completed the work but a new fence could be installed. The house was frozen solid after the fire so addressing the issue was delayed for several months, but they thought they were doing everything they needed.

Alderman Pitner asked if the property was being sold “as-is” to which Mr. St. Croix responded by saying, yes, they received an offer that day but the City has told potential buyers they cannot buy it. Alderman Pitner continued by asking if they had received the insurance funds. Mr. St. Croix said they settled on the structure but were still waiting on the contents. He also said, they had to hire an insurance adjuster.

Alderman Evans asked if the property owners are able to sell the house or if the City would prevent it.

Attorney Hendershot stated, the City has no involvement with selling the property, however, in the event it is demolished by the City, the assessment would remain with the property and would be paid by the owner.

Mr. St. Croix said, they have been moving forward to resolve the issues and the new owner plans to rebuild the house. The demolition order should not be enforced.

Alderman Evans requested clarification on whether the demolition order would be transferred if the house was sold. The City Attorney stated, the Council should focus on determining if the property contains a dangerous structure, if appropriate actions

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had been taken by issuing the Demolition Order, and if the time frame is appropriate. If there is new ownership of the property, City staff would address it at that time.

David Cox, a concerned citizen, asked the Council why the property owner would have to pay for demolition ordered by the City. Mayor Sipma responded by saying, it is not the responsibility of the other taxpayers in Minot to maintain the property of one homeowner.

Alderman Evans asked if the property owners can demolish it on their own. Attorney Hendershot said, yes, the City would only demolish it as a last resort.

Alderman Jantzer said, he received calls from neighbors of the property regarding the length of time without significant progress. They should consider the reasonableness of the amount of time this has gone on. He sympathized with the owners and said he understands the time necessary for insurance and repairs, but believes they should affirm the Building Official's recommendation.

Alderman Pitner asked the Building Official about the potential for mold on the property since it has been untouched for so long after the fire. Mr. Tillema referenced the inspection done by the third party which included comments about mold growth.

Upon further questioning from the Council, Mr. Tillema said, if the City demolishes the building, they will have to fill in the basement for safety reasons. An open basement is a liability since it could be dangerous for those around it.

Mark Lyman, of 1809 Aspen Circle, said he feels for the St. Croix's but the neighborhood believes the home is a nuisance and is unsafe. It has been nearly nine months since the fire and that is long enough.

Mr. St. Croix said, they are being punished for the insurance companies lack of action. They were told they had 90 days to move forward or demolish and they believed they were moving forward.

Alderman Pitner moved the City Council close the public hearing and affirm the Building Official's determination that the structure at 1804 Aspen Circle is a dangerous building and/or dangerous condition as described in Chapter 9 of the City's ordinance; order temporary remedial action of re-installing a fence around the dangerous structure by July 10, 2020; and order demolition of the dangerous structure by the property owners no later than August 5, 2020. Also included in the motion is a directive to the Building Official to seek bids for the demolition of the dangerous structure, so, in the event the demolition is not completed by the property owners by August 5, 2020, the City can complete the demolition and assess the costs of the demolition against the property in accordance with Chapter 9 of the City's ordinance. Motion seconded by Alderman Olson.

The Council empathized with the St. Croix's but said they need to act in the best interest of the health and safety for the residents of Minot.

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

PUBLIC HEARING FOR TAXI LICENSE DENIAL – DOUGLAS MISCHKE

The City Council held a public hearing to consider the appeal submitted by Douglas Mischke regarding an application for a City of Minot Taxi Driver's License. A background check was conducted which revealed that Mr. Mischke had several convictions for offenses while operating a vehicle.

Mr. Mischke asked the Council to reconsider his application. He said, he has made a living driving in Minot for the last 20 years as a delivery and shuttle driver. He also said, he has had a clear driving history since he completed alcohol treatment in 2016.

Chief Klug reminded that the ordinance states, a license "shall be denied" if the background reveals evidence of violent criminal activity within the last ten (10) years or evidence of criminal activity involving the use of a motor vehicle within the last ten (10) years. Based on the ordinance, he said, he cannot support approval of the license.

Alderman Ross asked about the City's liability if the license were approved.

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Attorney Hendershot explained, it would depend on a situation but in order to grant the license, the Council would have to modify the ordinance.

Mr. Mischke pointed out that it is a fact that taxi drivers and delivery drivers will speed due to the nature of the job. He said, he drove for nine years without any issues. Upon further questioning by Alderman Evans, Mr. Mischke clarified that he had a DUI in 2012 but sought treatment in 2016. He said, he has not had any violations since 2016.

Alderman Pitner moved the City Council close the public hearing and affirm the decision to deny a City of Minot Taxi Driver's License to Douglas Mischke based on his disqualifying driving record. Motion seconded by Alderman Jantzer.

Alderman Pitner reiterated that the ordinance says the license "shall be denied" for disqualifying violations so their hands are tied.

Mayor Sipma said, the ordinance was written that way for a reason but said, after adequate time has passed Mr. Mischke can reapply.

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

DENIAL OF 2018 & 2019 ABATEMENT REQUEST FOR 2 VACANT PARCELS – APPROVED

Alderman Ross moved the City Council deny the abatement request in its entirety for the vacant land parcels identified as MI34.C89.000.0090 & MI34.C89.000.0100 owned by JoAnn Schmaltz & Larry L & Kathleen E Revocable Trust with a Contract for Deed to HL Development, LLC for the tax years 2018 & 2019. Motion seconded by Alderman Olson.

Ryan Kamrowski, City Assessor, explained that the owner is requesting the lots be classified as Agricultural Land, however, the Assessor's office does not believe the properties comply with the requirements to grant that classification. The lots are currently assessed as Commercial property. If the request is granted, the valuation would be reduced from \$1,174,000 down to \$6,000 for lot 9 and \$1,035,000 down to \$9,000 for lot 10.

Mayor Sipma asked if the current zoning is in line with the zoning use map. Mr. Kamrowski said, yes, the property is properly classified. He then explained, there are seven criteria to help make a determination. ND Century Code states, that a property is not agricultural property when any four of the seven conditions exist. He listed four conditions which result in the property not being assessed as Agricultural: (1) The land is platted by the owner (2) Public improvements, including sewer, water, or streets, are in place (4) Property is zoned other than agricultural (7) The property sells for more than four times the county average true and full agricultural value. He said, the property is 308 acres and sold for \$9 million in 2017, which is 46 times the county average. He then said their determination is that the assessment is fair and equitable.

Rolly Ackerman, of Ackerman Surveying & Associates, representing the applicant, addressed the Council. He said he spoke with the former City Assessor, Mr. Ternes, regarding the issue and he came to the same conclusion as Mr. Kamrowski. Mr. Ackerman disagreed with the inclusion of #2 of the agricultural definition, which states, "Public improvements, including sewer, water, or streets, are in place." He argued that the utilities are stubbed in and also questioned if a road had been built. He said, Mr. Ternes was going to seek the opinions of the State Tax Auditor and the Ward County State's Attorney on the definition of #2. He described the original platting of the property and the debate regarding possible adjoining streets at 30th and 37th. He said, the improvements were made prior to 1981 and long before this plat was recorded. He also mentioned, there were different applications between the City and the County and referenced valuation comparisons between properties. He wondered if they would come to the same conclusion about requirements for agricultural properties. He said, Mr. Ternes recommended they pay the taxes then request abatement, so that is what they are trying to do. He requested the City give Highlander some time to sort out the difference between the City and Ward County and determine whether public improvements are in place. Mr. Ackerman concluded by saying, they also discussed Section 40-50.1-16 relating to the vacation of plats and the reverse of plats.

Alderman Pitner asked how long he had been involved in the development, to which Mr. Ackerman said, it had been about 3-4 years. They did some land planning for this group and redid the plat.

Upon further questioning by Alderman Pitner regarding the zoning, Mr. Ackerman said, the property has been 100% farm for the past couple owners. The previous owners are still the title holders but Highland has the contract for deed.

Mayor Sipma asked if they are also devaluing the sale price since they are seeking the reduction in taxable value.

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Mr. Ackerman said there could be the vacation of the plat and it would revert back to its former use. He said it is worth investigating but he does not have an opinion one way or another. He then reiterated that he is requesting clarification on the defined requirements.

Mayor Sipma requested Mr. Kamrowski share some information since he was recently hired to his position from Ward County. Mr. Kamrowski stated, before his employment with the City, he was the Director of Equalization for the County for the last seven years. He performed the appraisals in the County referenced by Mr. Ackerman and he described their assessments. He said, there is uniformity regarding the agricultural property values and the valuations were upheld at the Board of Equalization.

Alderman Pitner pointed out that the parcels are advertised for sale as unimproved commercial property listed at \$2.3 million and \$3.4 million.

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

LANDFILL TASK ORDER AGREEMENT EXTENSION (PROJECT NUMBER 4547) – APPROVED

Alderman Evans left the meeting at 7:12 pm

Alderman Olson moved the City Council authorize the Mayor to sign the contract amendment for the Landfill Task Order Agreement extension with CPS, Ltd.

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

NEW LANDFILL INVESTIGATION (PROJECT NUMBER 4545)

Alderman Evans returned to the meeting at 7:14 pm

Alderman Pitner moved the City Council authorize the Mayor to sign the task order for the New Landfill Investigation with CPS, Ltd. Motion seconded by Alderman Ross.

Alderman Jantzer recalled that after emotional discussion on the landfill they authorized staff to proceed with a limited expansion and to look for a new location given that it would be prudent to begin the search early. Considering the expansion will provide another 15-20 years, he questioned if they should consider delaying the search while the budget is tight.

Upon questioning by Alderman Evans, Mr. Lakefield explained that the money set aside for the project could not be transferred to the general fund to balance the budget but it could be used for other expenses in the sanitation department.

Mr. Lakefield pointed out that \$350,000 for the investigation is just a small portion of what will be needed to relocate the landfill.

Mayor Sipma also mentioned that the last search began around 2005 and was unsuccessful. It was fortunate that the owner of the land adjacent to the current landfill was willing to sell, so the City purchased it for expansion.

Alderman Podrygula said, they made a commitment to the public to find a new site however, times aren't good and they could save the money this year.

Alderman Evans asked about other purchases programmed for sanitation, to which Mr. Jonasson explained, there are numerous requests included in the budget. Reconstruction of the next cell for the landfill is estimated at \$1.8 million, a stripper needs replaced at \$800,000, and the sanitation trucks will begin to be replaced with new equipment at a rate of \$350,000 per year. He said, at this time, there is adequate revenue to cover the expenses. He reiterated the Finance Director's point by saying, relocating the landfill is a multi-year, multi-million-dollar project.

Alderman Evans moved the City Council postpone the new landfill investigation project until July, 2021. Motion seconded by Alderman Podrygula.

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Alderman Pitner disagreed and said delaying the investigation could kill the process altogether. He raised concerns about future generations having to deal with the issue and said he would prefer to move forward now.

Alderman Podrygula said he believes they should follow through with commitments but considering the current circumstances, they should take advantage of the opportunity to pull back on a project that doesn't hurt staff or citizens.

Upon questioning by Alderman Pitner, Mr. Lakefield said, they cannot encumber funds without a contract, however, funds not used in 2020 can be moved to 2021.

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

AIRPORT BOND RESOLUTION NO. 3664 – APPROVED

Alderman Podrygula moved the City Council authorize the Mayor to sign the 2020 Airport bond resolution no. 3664 for the refinancing of the Airport Revenue Bonds Series 2013D and 2014D. Motion seconded by Alderman Evans.

Alderman Podrygula recognized staff for finding ways to save money. He acknowledged that by refinancing, the City will save about \$1.7 million.

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

RENAISSANCE ZONE PROJECT APPROVAL (21 E. CENTRAL AVENUE) – APPROVED

Alderman Pitner moved the City Council approve an application for a Renaissance Zone Project filed by Creedence Properties III, LLC for a five-year property tax exemption, including improvements on the property located at 21 E. Central Avenue (Original Minot Addition, East 60' of Lots 16, 17, 18, 19 and 20, Block 19). Motion seconded by Alderman Jantzer.

Alderman Pitner said, as the Council Liaison to the Renaissance Zone Board, he attended the meeting for this project. He described what an outstanding application they provided and said it could be a game changer for development downtown.

Mayor Sipma commented that the building has not been used to its full potential for about a decade and the Renaissance Zone is a great tool for community development.

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

RECRUITMENT SERVICES FOR CITY MANAGER POSITION

Alderman Olson moved the City Council approve the services of GovHR USA (GHR) for the recruitment of the City Manager position; and further, authorize the Mayor to sign the contract on the City's behalf. Motion seconded by Alderman Podrygula.

Alderman Evans moved the City Council postpone hiring a recruitment firm for three months. Motion seconded by Alderman Podrygula.

Alderman Evans explained that residents of Minot are upset with the process and the Council now has the chance to get this done right. She said, the City needs a strategic plan and mission statement and since the City Manager is the most vital position in the City structure, she wants to take the time to develop a guide for the future and what our City Manager should do. She said she does not want an outside candidate determining our strategic plan and wants to appoint a committee to accomplish the task. She also questioned what kind of applicant pool they might get if only one firm would respond.

Mayor Sipma said it was actually one of the goals of the previous City Manager to complete a strategic plan. Postponing for three months without a managerial position complicates the process.

He also said, he is not in favor of a delay and it takes many months of searching to fill the City Manager position.

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Alderman Podrygula brought up the current City Manager job description and said it is unworkable. It mentions the existence of an Assistant City Manager which we haven't had. It also states, the City Manager practices "management control" and lists physical requirements that seem unnecessary. He said, they may not need a strategic plan in place before hiring a City Manager but they do need to update the job description. He suggested they get through the budget cycle and then hold a strategic planning retreat where they can discuss what to look for in a City Manager. The current structure is not workable and they need to align clear expectations for a more collaborative model.

Alderman Pitner asked the Human Resource Director if it is common for so many firms to decline recruitment services. Ms. Jundt replied by saying, firms charge a flat rate so a high-level position such as this will require a lot of resources. Many firms prefer to work with easier positions to fill. The response is similar to the last few requests.

Alderman Pitner asked Mr. Lakefield about his comfort level in continuing as the Acting City Manager. Mr. Lakefield said, the organization still needs to function and staff has stepped up to fill in where needed. He also said, the strategic plan has been delayed because of a lack of resources. There is a considerable amount of time and effort being put toward the implementation of new software programs and after those programs are in place, there will be access to better data to develop the strategic plan. They have estimated, it will take about 18 months to work on the strategic plan so to attempt it in three months would be too short.

Upon questioning by Alderman Olson, Ms. Jundt said, the whole process for recruitment takes 12-14 weeks. She further explained that part of the process for recruitment includes meeting with the firm to write the job description.

Alderman Olson suggested they happen simultaneously; they can begin the recruitment process while writing a strategic plan.

Alderman Evans asked if this is the same firm who conducted previous recruitment searches, to which Ms. Jundt responded by saying, no, she looked for more midwestern firms this time which have experience in similar municipalities.

Alderman Pitner asked if they have searched for any local interest. The HR Director said, they have received four applications, three of which did not have the qualifications and one was an internal candidate. She said, she would provide the applications to the Council.

Alderman Ross said he does not want to wait to hire a City Manager and whoever fills the position can help write the strategic plan. He said, he feels strongly that delays send the wrong message to the community. As long as writing a job description is part of the usual process, they should move forward.

Alderman Pitner suggested they postpone the decision for two weeks, until the next Council meeting which would give them time to rework the job description and review the applications that were submitted.

Alderman Evans withdrew her motion. Alderman Podrygula as the second agreed.

Alderman Pitner moved to postpone the item for two weeks to rework the job description and review the applications for City Manager. Motion seconded by Alderman Ross.

Alderman Podrygula insisted they hold a special City Council meeting to discuss the job description as a group.

Mayor Sipma said, there are some jobs that have certain requirements and there is no need for them to reinvent the wheel. He said, they are overthinking the process. The qualifications are what they are and considering the number of people in this business willing to move to the upper Midwest, it will be difficult to find the perfect match.

Alderman Pitner directed the City Clerk to include a discussion item under the next agenda regarding the job description.

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

PERSONAL APPEARANCES

David Cox, of 19 8th Street NE, approached the Council about fixing a damaged fence. He said, the City demolished a property next to his and removed the fence attached to his property. Since then, he has gotten charged with having an animal at large because his dog gets out through the damaged fence.

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Mr. Lakefield confirmed some details with Mr. Cox, who said the damage took place about 3-4 years ago on the north side of his yard. He said, the contractor may have been Dig It Up but he did not contact them about the damage.

The Mayor said, staff will look into the issue and contact him within a week.

MISCELLANEOUS & DISCUSSION

NOTES FROM THE CAMPAIGN

Alderman Ross brought this item forward to discuss some of the issues that were mentioned to him while campaigning for City Council. He elaborated on each of the concerns but said citizens consistently mentioned problems with infrastructure, property tax, and City leadership. They also brought up the former City Manager's contract, accessibility to the Council, and mentioned resignations of members of Council who they believe have failed.

Alderman Evans said she witnessed similar comments throughout her campaign including mistrust of City leadership. She also said many residents in assisted living facilities felt forgotten and unheard. There were concerns about the opioid epidemic and being more proactive to fight addiction.

Alderman Podrygula shared that he was startled by the amount of negative comments mentioned by the newly elected Council Members. He knocked on the doors of several thousand residents but witnessed a different perspective. He agreed, there were comments about integrity, accountability and the City Manager contract but he received a lot of sympathy from the community regarding improving services with a limited budget. There were fewer complaints about taxes, infrastructure, abandoned homes, more code enforcement, confidence in City leadership, and feeling unheard. Overall there was a tremendous pride in the community and many believed the City is moving in the right direction but just not fast enough.

The Mayor said, these issues can be discussed individually in future conversations.

ADJOURNMENT

There being no further business, Alderman Ross moved the City Council meeting be adjourned. Motion seconded by Alderman Pitner and carried unanimously. Meeting adjourned at 8:30 pm.

ATTEST: _____
Kelly Matalka, City Clerk

APPROVED: _____
Shaun Sipma, Mayor