

August 1, 2022 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – August 1, 2022 AT 5:30 P.M.

ROLL CALL

Members Present:

Evans, Jantzer (via Teams), Olson, Pitner, Podrygula (via Teams), Ross, Streyle

Members Absent:

None

PLEDGE OF ALLEGIANCE

Mayor Ross presiding and Minot Fire Department Engine 1 led the City Council in the Pledge of Allegiance.

MAYOR'S REPORT

Mayor Ross had the following meetings:

1. Area Legislative Meetings
2. Flood Control Meetings
3. North Dakota State Fair
4. Retired Ward County Sheriff Vern Erck Funeral

Mayor Ross honored Firefighter Scott Allen for his rescue off duty while on vacation in California. Mayor Ross presented Scott Allen with a city coin.

CITY MANAGER REPORT

Harold Stewart, City Manager, submitted a report to the council.

CITY ATTORNEY REPORT

Kelly Hendershot, City Attorney, submitted a report to the council. Alderwoman Evans mentioned that she appreciates how Kelly has isolated the month in her report.

CONSENT ITEMS

Alderwoman Olson moved the City Council approve consent items 6.1-6.21.

6.1 CITY COUNCIL MINUTES - Approve the minutes of the July 18, 2022 Regular City Council meeting and the July 21, 2022 Special City Council meeting.

6.2 ORDINANCES – Approval of the following ordinances considered for second reading:

1. Ordinance No 5756 - Zoning Map Amendment - Lots 7 8 Block 2 Keyes Amended Plat
2. Ordinance No 5757 - Zoning Map Amendment - Southwest Knolls Addition Sublots B C of Lot 1
3. Ordinance No 5758 - 2022 BA - FY21 Fire SHSG (2022300003) ADTL

6.3 ADMINISTRATIVE APPROVALS - Approval of the following administrative approvals:

1. Minot Indoor Rodeo to conduct a raffle on September 23 & 24, 2022 at the Minot Auditorium (420 3rd Ave SW).
2. Special Event Permits for Bricks, Inc dba Ranger Lounge (1218 S Broadway).
3. Special Event Permit for Sports on Tap, Inc dba Sports on Tap (220 S Broadway).
4. Special Event Permit for Der Blaue, LLC dba Blue Rider (118 1st Ave SE).
5. Special Event Permit for Prairie Sky Breads, LLC dba Prairie Sky Breads (3 1st St SE Suite 3).
6. Special Event Permit for Casey's Cookies, Inc dba Cookies for You (117 S Main St).
7. Special Event Permit for The "O"riginal, Inc dba The "O"riginal Bar & Nightclub (720 N Broadway).

6.4 BILLS, TRANSFERS, AND PAYROLL - Approve payroll for the period of June 19, 2022 through July 16, 2022 in the amount of \$2,202,586.39 and bills and transfers for July in the amount of \$8,135,761.33.

ACKERMAN ESTVOLD	\$7,777.50	292230	AQUA-PURE, INC.	\$52,216.00	292395
ACME TOOLS	\$789.23	292231	ARAMARK	\$90.53	292396
ADVANCED BUSINESS METHODS	\$226.71	292232	BECHTOLD PAVING	\$20,699.80	292397
ALL AMERICAN TROPHIES	\$10.00	292233	BROADWAY PRINTING COMPANY	\$1,385.75	292399
AMERICAN WELDING & GAS, INC.	\$9,284.51	292234	BUTLER MACHINERY CO.	\$11,285.14	292400
AMERITAS LIFE INSURANCE CORP	\$1,056.02	292235	CAROLINA SOFTWARE	\$250.00	292401
APH/AUTO VALUE	\$224.40	292236	CHRISTOPHER A. CARLSON	\$768.89	292402
AQUA-PURE, INC.	\$6,000.00	292237	CITY OF MINOT	\$75.00	292493
ASPHALT PRESERVATION COMPANY, INC	\$511,376.13	292239	CIVICPLUS	\$1,884.96	292403
BALCO UNIFORM COMPANY, INC.	\$637.41	292240	CLAREY'S SAFETY EQUIPMENT, INC.	\$3,563.12	292404
BECHTOLD PAVING	\$25,188.68	292241	CLEAN TECH	\$75.00	292405
BLUETARP FINANCIAL, INC.	\$78.74	292242	COOKIES FOR YOU	\$900.00	292406
BRUCE A. MCKNIGHT	\$568.80	292338	CORE & MAIN	\$3,606.98	292407
BUTLER MACHINERY CO.	\$1,580.46	292243	CUMMINS POWER, LLC	\$115.92	292408
CHRISTOPHER A. CARLSON	\$769.88	292244	CURB 2 CURB, LLC	\$1,050.00	292409
CITY OF MINOT	\$200.00	292317	DAKOTALAND AUTOGLASS	\$1,270.00	292410
CLAREY'S SAFETY EQUIPMENT, INC.	\$25,617.40	292245	DARYLE E LORENZ JR	\$7,993.62	292413
CLUTE OFFICE EQUIP., INC.	\$2,884.29	292246	DIVISION OF CHILD SUPPORT	\$102.00	292411
COLONIAL LIFE	\$2,265.24	292247	DOMESTIC VIOLENCE CRISIS CENTER	\$3,747.07	292412
CROSSCOUNTRY FREIGHT SOLUTIONS, INC.	\$163.65	292248	EBSCO	\$3,727.01	292414
CUMMINS POWER, LLC	\$38.05	292249	ENERBASE	\$80,080.36	292415
DACOTAH PAPER CO.	\$47.57	292250	FERGUSON ENTERPRISES, INC.	\$21.87	292417
DAKOTA FENCE	\$1,156.19	292251	FIRST INTERNATIONAL BANK & TRUST	\$640.00	292418
DAKOTA FIRE EXTINGUISHER	\$47.08	292252	FIRST WESTERN INSURANCE	\$50.00	292419
DAKOTALAND AUTOGLASS	\$560.70	292253	FLEETMIND SOLUTIONS, INC.	\$1,987.50	292420
DIVISION OF CHILD SUPPORT	\$102.00	292254	GAFFANEYS	\$175.05	292421
EAPC	\$2,373.86	292255	GALE	\$131.95	292422
ECOLAB PEST ELIMINATION DIVISION	\$398.60	292256	GALLAGHER BENEFIT SERVICES, INC	\$5,000.00	292423
EMERGENCY AUTOMOTIVE TECHNOLOGIES	\$173.25	292257	GALLS, LLC	\$1,057.29	292424
EILEEN BEAN	\$17.55	292258	Amanda Somerville	\$141.60	292425
NICK SCHMITZ	\$405.62	292259	Andres Casarez	\$464.00	292426
ENERBASE	\$63,214.25	292260	Andres Casarez Jr.	\$147.50	292427
ENVIRONMENTAL TOXICITY CONTROL, INC.	\$875.00	292261	Bishop Ryan Catholic Schools	\$400.00	292428
ERICKSON, ALAN	\$3,090.13	292262	Brian Williams	\$147.50	292429
FACTORY MOTOR PARTS	\$133.94	292263	Brian Williams	\$464.00	292430
FIRST DISTRICT HEALTH UNIT	\$25,000.00	292265	Callie Burns	\$347.60	292431
FIRST INTERNATIONAL BANK & TRUST	\$640.00	292266	Dina Goodman	\$50.00	292432
FIRST WESTERN INSURANCE	\$1,469.00	292267	Division of Motorist Services	\$10.00	292433
FLEXIBLE PIPE TOOL COMPANY	\$90.15	292268	Fremstad Law Firm	\$20,000.00	292434
GAFFANEYS	\$650.00	292269	Gannon Miller	\$141.60	292435
GALE	\$167.94	292270	Georgine F. Walsh	\$20.00	292436
GALLS, LLC	\$693.13	292271	Gliks	\$22.00	292437
Addie Weeks	\$24.51	292272	HOBBY LOBBY	\$25.00	292438
Amanda Grubb	\$20.20	292273	Hobby Lobby	\$25.00	292439
Bishop Ryan Catholic Schools	\$100.00	292274	Jacob Filkins	\$634.50	292440
Cashwise	\$50.00	292275	Jay Haaland	\$147.50	292441
Christina Bullard Wolf	\$58.50	292276	Jennifer E. Baker	\$25.00	292442
Jacob Hundley	\$1,025.50	292277	Jordan DeLorme	\$17.70	292443
Jaelee Gardiner	\$23.53	292278	Jorge L Pagan	\$1,950.00	292444
John and Kathleen Ouradnik	\$4,671.74	292279	Jorge L Pagan	\$6,250.00	292445
Jorge L Pagan	\$6,000.00	292280	Kristian Shaide	\$141.60	292446
Joseph Bratvold	\$17.79	292281	MSA Safety Sales, LLC	\$3,880.00	292447
Lavaun Mackey	\$25.00	292282	ND Child Support	\$20.00	292448
Library Systems Services	\$5,000.00	292283	Pointe of View Winery	\$25.00	292449
Macey Wantz	\$56.16	292284	Randi Grabow	\$347.60	292450
Scott Timothy	\$1,114.12	292285	Randi Monley	\$21.82	292451
Shanlya M. Van Hill	\$100.00	292286	Randy Hollbach	\$5.00	292452
Stahl Masonry	\$880.00	292287	Samantha Lynn Chitwood-Reyes	\$150.00	292453
Tayson L Benjamin	\$10.00	292288	Sodexo, Inc & Affiliates	\$1,274.37	292454
GENERAL TRADING	\$128.83	292289	Souris River Design, Attn: Dave Lebrun	\$48,150.00	292455
GOETTLE LAW, PLLC	\$3,500.00	292290	Stephen Joersz	\$764.95	292456
GUARDIAN FLEET SAFETY	\$6,920.69	292293	Tim and Wendy Engh	\$100.00	292457
HAWKINS, INC.	\$3,920.26	292294	Tim E. Hagen	\$100.00	292458
HOME OF ECONOMY	\$54.95	292295	United Community Bank	\$100.00	292459
HOUSTON ENGINEERING, INC.	\$20,237.76	292296	Walmart	\$100.00	292460
INTERSTATE BATTERY SYSTEM	\$637.80	292297	Walmart	\$49.72	292461
JESSE BRAUN ELECTRIC, LLC	\$92,138.32	292298	GENERAL TRADING	\$2,320.00	292462
JLG ARCHITECTS	\$13,944.50	292299	GERDAU RECYCLING	\$120.57	292463
JOHN DEERE FINANCIAL	\$242.00	292291	GRAPHICS LETTERING & TRIM	\$412.00	292465
JUNGLING, REID	(\$1.00)	292300	GREAT PLAINS TECHNICAL SERVICES	\$5,500.00	292466
KALIX	\$53.28	292301	HANSON AUTO CRUSHING & TRUCKING	\$8,518.05	292467
KELLER PAVING AND LANDSCAPING	\$7,558.79	292229	HARLEYS	\$6.99	292468
KEMPER CONSTRUCTION CO	\$82,389.60	292302	HAWKINS, INC.	\$35,343.07	292469
KIWANIS CLUB OF MINOT	\$150.00	292303	HOUSTON ENGINEERING, INC.	\$77,839.51	292470
KLJ ENGINEERING, LLC	\$51,910.81	292304	INTERSTATE ENGINEERING, INC.	\$3,000.00	292471
LANDRUM AND BROWN, INC.	\$9,522.50	292305	JACKSON CONCRETE LLC	\$2,600.00	292472
MAGIC CITY GARAGE DOOR COMPANY	\$500.40	292306	JLG ARCHITECTS	\$19,599.74	292473
MAIN ELECTRIC CONSTRUCTION	\$2,429.55	292307	JOB SERVICES OF NORTH DAKOTA	\$11,725.02	292474

MARCO, INC.	\$175.00	292308	JOHN DEERE FINANCIAL	\$124.55	292464
MENARDS	\$32.27	292309	KIWANIS CLUB OF MINOT	\$150.00	292475
MESSERLI & KRAMER PA	\$456.44	292310	KORRAL SUPPLY	\$787.48	292476
MIDWEST TAPE	\$44.23	292311	LANDRUM AND BROWN, INC.	\$5,466.65	292477
MINOT AUTO	\$840.64	292312	LANGUAGE LINE SERVICES	\$4.90	292478
MINOT EMPLOYEE DONATIONS	\$753.55	292313	LHOIST NORTH AMERICA OF MISSOURI	\$78,114.79	292479
MINOT PARK DISTRICT	\$381.00	292314	LOWES PRINTING, INC.	\$565.00	292480
MINOT PAVING	\$95,193.67	292315	MAGIC CITY DISCOVERY CENTER	\$458,118.71	292482
MINOT'S FINEST COLLISION CENTER	\$16,611.58	292316	MAIN ELECTRIC CONSTRUCTION	\$4,512.66	292483
MOORE ENGINEERING, INC	\$48,205.00	292318	MARCO, INC.	\$813.77	292484
MOWBRAY & SONS	\$5,621.03	292319	MESSERLI & KRAMER PA	\$453.32	292485
NAPA AUTO PARTS	\$261.83	292320	MIDWEST TAPE	\$5,085.95	292486
ND FIREFIGHTER'S ASSOCIATION	\$180.20	292321	MINOT AREA CHAMBER EDC	\$36,250.00	292481
ND FRATERNAL ORDER OF POLICE	\$662.50	292322	MINOT AUTO	\$375.68	292487
ND ONE CALL, INC.	\$1,782.80	292323	MINOT COMMISSION ON AGING	\$12,875.00	292488
NDDEQ	\$450.00	292324	MINOT DAILY NEWS	\$131.14	292489
NDFPA	\$525.00	292325	MINOT EMPLOYEE DONATIONS	\$739.94	292490
NORMONT EQUIPMENT CO	\$167,810.00	292326	MINOT LIONS CLUB	\$100.00	292491
NORTH COUNTRY SPORTSWEAR	\$1,219.25	292327	MINOT PAVING	\$26,483.46	292492
NORTHERN TESTING	\$1,200.00	292328	NAPA AUTO PARTS	\$64.38	292494
NORTHWEST TIRE AND RETREAD	\$11,136.27	292329	NATIONAL PAYMENT CORPORATION	\$143.36	292495
OAG AVIATION WORLDWIDE, LLC	\$5,336.10	292330	ND DEPT OF ENVIRONMENTAL QUALITY	\$135.00	292496
OK AUTOMOTIVE	\$1,054.22	292331	ND DEPT OF TRANSPORTATION	\$11.50	292497
OTIS ELEVATOR COMPANY	\$15,613.56	292332	ND FRATERNAL ORDER OF POLICE	\$662.50	292498
PARKLAND USA CORPORATION	\$113.52	292364	ND ONE CALL, INC.	\$503.15	292499
PEC SOLUTIONS LLC	\$2,250.00	292238	ND STATE RADIO COMM.	\$3,000.00	292500
PHIL SCHULTZ	\$400.00	292366	NDDEQ	\$68.54	292501
POST CONSTRUCTION COMPANY	\$461,439.18	292333	NELSON AUTO CENTER	\$35,086.38	292502
POWER PROCESS EQUIPMENT	\$2,235.35	292334	NEWMAN TRAFFIC SIGNS	\$4,917.00	292503
PRAIRIE SUPPLY	\$15.98	292335	NISS IMPRESSIONS	\$1,589.17	292504
PRINGLE & HERIGSTAD, P.C.	\$224.00	292336	NORTHERN SAFETY TECHNOLOGY	\$198.75	292505
PROJECT BEE	\$21,352.03	292337	NORTHWEST TIRE AND RETREAD	\$8,085.09	292506
PROVIDENT LIFE & ACC INS CO	\$579.20	292339	NOVA FIRE PROTECTION CO.	\$170.00	292507
ABERNATHEY, DIANA	\$50.00	292340	O'DAY EQUIP., INC.	\$375.40	292508
BECKER, JACOB	\$40.06	292341	OLSON'S TOWING	\$4,750.10	292509
BURNEY, MARY	\$365.82	292342	OLYMPIC SALES, INC.	\$3,985.39	292510
DISTLER, DEIDRE	\$5.49	292343	OVERDRIVE	\$5,600.00	292511
EASTRIDGE ACRES	\$73.48	292344	OVERHEAD DOOR CO. OF MINOT	\$1,850.00	292512
HANSON, RAYMOND L	\$44.42	292345	PARKLAND USA CORPORATION	\$3,368.85	292416
HEGLE, DELORES	\$50.00	292346	POWER PROCESS EQUIPMENT	\$22.50	292513
HERNANDEZ, JEREMY	\$50.00	292347	PRINGLE & HERIGSTAD, P.C.	\$307.50	292514
KRAGH, STUART	\$15.23	292348	PROCOLLECT	\$630.94	292515
LARSON, TESSA	\$33.92	292349	ANDERSON, BRIAN J	\$7.52	292516
LAWSON, LAVERN	\$10.00	292350	BASSEN, LAURYN	\$42.82	292517
MAGIC CITY MANAGEMENT	\$55.87	292351	CARR, TYLER	\$27.03	292518
MAXWELL, ANDY	\$25.17	292352	COOPER, BRANDYN	\$5.62	292519
PIEHL, COTA	\$25.72	292353	CREATIVE PROPERTY	\$35.22	292520
ROBERTS, MELISSA	\$14.47	292354	GUSTAFSON, JEMMA	\$536.34	292521
ROMINE, RODNEY	\$44.42	292355	HOOPER, AMBER	\$29.33	292522
SCHAEFFER, GAYLE	\$41.57	292356	KEASTER, KELLY	\$27.03	292523
SERV PRO OF MINOT	\$75.83	292357	LARSON, TESSA	\$25.78	292524
SPEHLING, BRANDON	\$50.00	292358	PFAU, PAULA	\$9.07	292525
STRACHEN, TRISH & CHAD	\$85.73	292359	SANMIGUEL, SAMANTHA	\$7.13	292526
TRINITY HEALTH	\$80.30	292360	SNYDER, KYLA	\$5.62	292527
WATNE, MATT	\$108.25	292361	STEVENS, GUY	\$14.54	292528
WILSON, ANNA	\$35.21	292362	ZABLOTNEY, ETHAN	\$7.89	292529
ROERS CONSTRUCTION	\$201,958.56	292363	RHI SUPPLY	\$28.37	292530
ROLAC CONTRACTING	\$799,362.00	292364	ROLAC CONTRACTING	\$782,290.80	292531
SANITATION PRODUCTS	\$3,270.31	292365	RYAN CHEVROLET, INC.	\$396.46	292532
SECURITY FENCE, INC.	\$502.10	292367	SANITATION PRODUCTS	\$13,383.70	292533
SIGN SOLUTIONS USA	\$831.60	292368	SERTOMA CLUB OF MINOT	\$105.00	292534
SOLTIS BUSINESS FORMS CO.	\$446.22	292369	SHARPLGIXX, LLC	\$4,950.00	292535
SOURIS RIVER JOINT WATER RESOURCE	\$123,970.55	292370	SHORT ELLIOTT HENDRICKSON, INC	\$8,500.00	292536
SOUTH DAKOTA CHILD SUPPORT	\$188.31	292371	SIGNS TODAY	\$1,319.90	292537
SOUTHEAST MUFFLER	\$45.00	292372	SOURIS BASIN PLANNING COUNCIL	\$1,250.00	292538
STATE WATER COMMISSION	\$27,719.07	292373	SOURIS RIVER JOINT WATER RESOURCE	\$519,534.76	292539
SUNDRE SAND & GRAVEL, INC.	\$7,585.14	292374	SOUTH DAKOTA CHILD SUPPORT	\$188.31	292540
SWANSTON EQUIPMENT COMPANIES	\$491.28	292375	STRATA CORPORATION	\$1,965.00	292541
SWS CREDIT SERVICES	\$454.05	292376	SWANSTON EQUIPMENT COMPANIES	\$2,023.40	292542
THOMSON REUTERS-WEST PAYMENT CENTER	\$363.00	292377	SWS CREDIT SERVICES	\$65.09	292543
TIMOTHY P BROOKS	\$2,161.72	292292	TEAM ELECTRONICS, INC.	\$796.00	292544
TITAN MACHINERY	\$3,608.87	292378	TED BOLTON	\$219.22	292398
TRAFFIC CONTROL CORPORATION	\$1,308.00	292379	TIMMONS GROUP	\$9,823.05	292545
TRINITY HOSPITALS AND MEDICAL GROUP	\$3,202.56	292380	TRINITY HEALTH	\$340.00	292546
UNITED MAILING SERVICE	\$271.27	292381	TUFF TRUCKS	\$318.00	292547
UNUM LIFE INSURANCE	\$13,069.95	292382	U.S. POST OFFICE	\$5,000.00	292548
VANTAGEPOINT TRANSFER -- 10###	\$552.03	292383	UNITED MAILING SERVICE	\$378.62	292549
VISIT MINOT	\$45,333.29	292384	UNITED STATES TREASURY	\$2,365.92	292550

WEEKS, JAMES	(\$0.34)	292385	USDA	\$600.00	292551
WESTLIE FORD	\$1,056.80	292386	VANTAGEPOINT TRANSFER -- 10###	\$552.03	292552
WESTLIE TRUCK CENTER	\$286,260.50	292387	VERICOM, LLC	\$885.00	292553
WIENS, JASON	(\$1.78)	292388	VERVE TRAINING CO	\$537.50	292554
Shawn Kvelstad	\$900.00	292389	VISIT MINOT	\$31,045.76	292555
ULTEIG	\$6,300.00	292390	WALLWORK TRUCK CENTER	\$5.37	292556
ACME TOOLS	\$1,074.56	292391	WESTLIE FORD	\$170.76	292557
ADVANCED ENGINEERING & ENVIRONMENTAL	\$13,251.90	292393	WESTLIE TRUCK CENTER	\$2,472.77	292558
ADVANTAGE ARCHIVES, LLC	\$10,935.00	292392	WILLIAM E. YOUNG CO., INC.	\$6,670.92	292559
AMERICAN WELDING & GAS, INC.	\$7,516.13	292394	Verendrye	79,800.02	
			Total	6086020.65	

6.5 MINOR SUBDIVISION PLAT: KEYES 3RD ADDITION - Approve a minor subdivision plat as provided in Attachment A to create Keyes 3rd Addition.

6.6 VACATION OF A PORTION OF 22ND ST NW AND 23RD AVE NW RIGHT-OF-WAY - Approve Resolution 3781 as shown in Attachment A.

6.7 SOUTHWEST KNOLLS ADDITION DEVELOPMENT AGREEMENT- Approve the development agreement as shown in Attachment A.

6.8 LIBRARY EXTERIOR FINAL PAYMENT - Approve the final payment request to Rolac Contracting in the amount of \$55,031.00.

6.9 2021 STREET IMPROVEMENT - FINAL PAYMENT (4550) - Approve the final payment of \$69,145.95 to be paid to Minot Paving Company.

6.10 BEL AIR AND WASHINGTON ELEMENTARY SAFE ROUTES TO SCHOOL CONSULTANT SELECTION (4577) - Select Apex Engineering Group to provide consulting services to the City; authorize the city engineer to negotiate a scope and fee; and authorize the Mayor to sign the contract.

6.11 2022 SIDEWALK, CURB & GUTTER - ASSESSMENT (4626) - Order the construction, rebuilding, or repairing of sidewalks to be performed by the City's contracted Contractor; and assess the construction cost and administration fees for this sidewalk work against the benefiting properties, as shown in Table 1.

6.12 CITYWORKS AND TYLER CASHIERING INTEGRATION (4423) - Approve the quote from Tyler Technologies for \$10,980 for the Cashiering API; approve the quote from Tyler Technologies for \$4,000 for SnapLogic software; and approve the attached contract change order 3 from Timmons Group.

6.13 ENGINEERING STUDY AT THE INTERSECTION OF JEFFERSON DRIVE AND 11TH AVENUE SE - Pass an ordinance on modifying the Jefferson Drive approach from Yield control to Stop control at the intersection with 11th Avenue SE.

6.14 ENGINEERING STUDY AT THE INTERSECTION OF 39TH STREET SE AND 11TH AVENUE SE - Pass an ordinance on modifying the 39th Street SE approaches from Yield control to Stop control at the intersection with 11th Avenue SE.

6.15 EMERGENCY VEHICLE PREEMPTION SYSTEM - Adopt ordinance 20-13 regarding the City's Emergency Vehicle Preemption System.

6.16 FY2023 WCNTF JAG & LOTTERY GRANT APPLICATION - Approve the application by the Minot Police Department and Ward County Narcotics Task Force; authorize the Mayor to sign the application; and authorize acceptance if awarded the 2023 JAG and Lottery Grant from the ND Bureau of Criminal Investigations.

6.17 AMMEND POLICE DEPARTMENT BUDGET: USDOJ – OJP FY2021 BULLETPROOF VEST PARTNERSHIP GRANT - Approve the proposed ordinance for the FY2021 US Department of Justice – Office of Justice Programs, Bulletproof Vest Partnership Grant on first reading.

6.18 JOB DESCRIPTION FOR SOLID WASTE/RECYCLING COORDINATOR - Approve the job description for the Solid Waste/Recycling Coordinator.

6.19 MINOT INTERMODAL FACILITY ENGINEERING AMENDMENT (4546) - Approve the amendment with Ackerman-Estvold; authorize the mayor to sign the amendment; and approve the attached budget amendment on 1st reading.

6.20 AMENDMENT TO ADOPT-A-LOT JOINT POWERS AGREEMENT - Approve the amendment to the May 17, 2021 Joint Powers Agreement with Minot Park District to add additional City property.

6.21 ST. JOSEPH’S COMMUNITY FOUNDATION – GRANT REQUEST - Approve the Mayor to sign the letter of endorsement to allow for the Minot Fire Department to apply for the St. Joseph’s Community Health Foundation grant.

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

MUNICIPAL COURT RECOMMENDATION - APPROVED

Alderman Olson moved to decline the current offer by Ward County Commission to allow Municipal Court to occupy and operate out of Room 105 at the Ward County Courthouse and maintain the current operation within the Minot Municipal Auditorium.

Alderman Olson stated that there was a lot of effort by all parties who worked on this project and that maybe this concept is something to look at again in the future. Alderman Evans inquired about the timeline for the space analysis/RFP for analysis for City Hall. Chief John Klug mentioned that he hopes to have the RFQ/RFP out within the next week and hopes to be back to the council with the proposal results the 1st meeting in September.

Alderman Evans asked about the process and if it would include recommendations if City Hall is not feasible. Chief Klug mentioned that the process would be to find a company that could tell the City of Minot if the remodel of the current City Hall or finding a new Police Department location is more cost effective. Harold Stewart mentioned that the city has budgeted \$50,000 in 2022 and another in 2023. This will allow a consultant to assess the space for PD and the Municipal Court and recommendations/suggestions can be in the scope of the RFP/RFQ.

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

2025 NDDOT TRANSPORTATION ALTERNATIVES – WASHINGTON ELEMENTARY SAFE ROUTES TO SCHOOL (4720) – APPROVED

Alderman Pitner moved the City Council approve the cost participation with the North Dakota Department of Transportation (NDDOT) for the Washington Elementary Safe Routes to School project, contingent upon project selection from the NDDOT.

Alderman Evans thanked Lance Meyer and his crew for the great process that she was able to participate in and she was happy that there were three good companies to choose from.

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

2024 NDDOT TRANSPORTATION ALTERNATIVES - EDISON ELEMENTARY SAFE ROUTES TO SCHOOL (4667) - APPROVED

Alderman Olson moved the City Council approve the cost participation with the North Dakota Department of Transportation (NDDOT) for the Edison Elementary Safe Routes to School project, contingent upon project selection from the NDDOT.

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

RESOLUTION AGREEMENT AND PARTIAL RELEASE OF LIEN – APPROVED

Alderman Olson moved the City Council approve the attached Resolution Agreement; and authorize the Mayor to sign the Agreement and any related documents.

Alderman Evans asked City Attorney, Kelly Hendershot, to give a brief background on this agenda item. Kelly stated that this was litigation that received a judgement in July of 2021. The judgement was against Cypress for over \$2.4 million which partly resulted in a lien on this property. With approval of this agreement the City of Minot would receive \$330,000, which is the

assessed value, if the city releases the lien on this property only. The City of Minot will still be able to pursue collection activities with regard to the remainder of the judgement.

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

ORDINANCE REPEALING SECTION 1-12 (AUTHORIZATION TO REMOVE CERTAIN PUBLIC RECORDS) OF CHAPTER 1 (GENERAL PROVISIONS) – APPROVED

Alderman Pitner moved the City Council repeal Section 1-12 (Authorization to Remove Certain Public Records) of Chapter 1 (General Provisions) of the City of Minot Code of Ordinances.

Alderman Pitner and Podrygula brought this forth with staff to allow personnel files stay with the city in their entirety. No personnel file items will be able to be removed which will help protect the city in the future.

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

FIRE ENGINE MOTOR REPLACEMENT (BA) – APPROVED

Alderman Jantzer move the City Council allow the fire control budget to be amended to cover expenses through general fund reserves for the replacement of the motor on Fire Engine 3.

Alderman Streyle asked to know the process on this and the background because the work has been completed on the truck already. Chief Kelli Kronschnabel informed him that when the truck was brought into the shop they were unaware of the extent of the damage that was done to the engine. They found out that they were unable to rebuild the engine and would need a new one for the truck. Chief Kelli also mentioned that it took time to get the engine in and time to do the work. It was hard for her to get a cost on what the full bill would be.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: Streyle.

PERSONAL APPEARANCES

Justin Anderson with Minot Area Council of the Arts wanted to invite everyone to the Summer Concert series finale this Thursday featuring Johnny Spud and Soul Shine. Food trucks and activities start at 5:30 pm with music starting at 6:00 pm. Alderwoman Evans thanked Justin and said the summer programs were amazing.

MISCELLANEOUS/DISCUSSION ITEMS

Alderman Pitner motioned to move 9.2 Central Power Electric Cooperative e-mail correspondence discussion prior to 9.1. Motion seconded by Alderwoman Olson and carried unanimously.

CENTRAL POWER ELECTRIC COOPERATIVE, INC E-MAIL CORRESPONDENCE DISCUSSION

Eric Poppinga from Central Power Electric Cooperative came to talk about the Minot Mallard Substation Expansion project. It is an area of property that needs expansion but Lot 1 is owned by Xcel Energy. This is located at 1600 72nd St SE and there is a current agreement with Xcel and Central Power. Central Power submitted the plans to the City of Minot for the South Expansion. The outlot plan was submitted April 2021 to John Van Dyke in our Planning Department.

There was an initial Development Review Team (DRT) meeting with the City of Minot staff. At that meeting, the City of Minot made the parties aware that items in zoning were getting revamped and were advised that parameters were going to change. In December of 2021, there was a 2nd DRT meeting. In that meeting, right-of-way was discussed and the need for 10 acres if wanting to not rezone and stay agricultural zoning. Central Power Electric had to purchase more property which increased the project cost by \$30,000.

The plat was approved through City Council and recorded but when the deed went to the courthouse they were not able to do anything with it because the ownership of the lots was split. Nothing can begin for construction of the expansion of the substation until the deed can be recorded.

Alderman Streyle asked about what the process would be to get this completed. John Van Dyke stated that if the ownership was going to stay separate they would need to rezone to public, go through the planning commission and public hearings, and get

council final approval. John does not have the authority to allow the subdivide without the application going through this process it is part of the ordinances. John is also not privy to the transaction side of the deal with any of the parties.

Alderman Evans asked Kelly to clarify that this is the best legal interpretation of what needs to be done. Kelly Hendershot stated that in order to subdivide and rezone it would have to go through the planning commission process. Alderman Streyle asked Central Power if they have to go through the process again could they complete process this year and Eric stated they would not be able to do the expansion.

Harold stated that staff is following the ordinances for the process. Central Power has this 10-acre parcel that is agricultural but since ownership of the land is split into multiple owners it no longer meets the agricultural zoning and cannot have the deed recorded. The council is unable to waive the rules, the process can change if council desires but that also takes time.

Alderman Olson asked what the timeline would be if process had to start over. Deadline was Monday for the September Planning Commission meeting and could be completed possibly in mid-October. Eric, Central Power representative, explained why they didn't want to be zoned "Public" was due to more stringent ordinances and the time of discussion that without a zoning change it only needs to go to council once.

Harold Stewart stated that this is not the experience that the City wants for the developers. This situation will get looked into further in order to find a solution for the future. DRT meetings are supposed to help developers and city staff work through these situations.

Alderman Roscoe asked about the theory behind the 10 acres for agricultural. Harold stated that agricultural usually means bigger spaces. John Van Dyke said 10-acres is small by agricultural standards and used to be 20-acres. Alderman Roscoe asked if there could be any variance and John Van Dyke stated that still needs to go through the process. Alderman Roscoe then asked if there was a better business friendly and time effective process.

John Van Dyke said that involving the public in the hearings is very important and it allows for neighborhoods to have a voice in their community. Ordinances have to go to council twice also. Planning only meeting once a month due to not enough applications to have more than two and the commission is made up all volunteers and the more meetings the less attendance.

Alderman Olson gave the recommendation to planning to extend the planning commission meeting deadline 48 hours, which is end of day Wednesday. Alderman Pitner asked if Central Power could negotiate with the other parties and Eric stated they would be exploring that avenue tomorrow.

Alderman Evans stated that public input is very important and mentioned that the Ward County Planning Commission is also working on redoing the county zoning and she wants to promote public input there as well. Eric stated that as an outside perspective on the process that maybe it is too much to have the preliminary plat and final subdivision plat needing two council approvals.

2023 PRELIMINARY BUDGET/PAY PLAN

Harold Stewart presented the City Council with the City Manager budget recommendations. He started by discussing the Magic City Aspirations and how they helped with the decision-making process. He also mentioned that the goals the council gave under each aspiration at the council budget workshop helped with the decisions. In comparing the proposed 2023 budget to the 2022 it is about a 4% increase.

Harold discussed the 2023 revenue and how part of revenue is Property Tax but the budget is only funded 15.31% by Property Tax. The general fund expenditures are made up of general government, public safety, and roads/highways. His proposed budget had a 1.4 mill levy increase which is about \$6.66 per year per \$100,000 home value. Once this goes to the county, the levy cannot be increased but can be reduced.

Harold mentioned the 2023 projected sales tax revenue and the breakdown of the two pennies. He also discussed any fees that the city was looking to increase for 2023. Harold also spoke how the City of Minot needs to start planning for Flood Mitigation fees, which in the 2023 budget \$460,000 is being paid from sales tax but the city should look into setting up a reserve fund for maintenance and repairs.

His presentation also mentioned the 2023 budget challenges which include the 10-year salary survey, inflation/healthcare costs, fewer reserves to roll over, and the increase in funding street maintenance. Additional expenses include the downtown bus depot and prioritizing equipment replacement. Harold's proposed budget included 23 new positions 14 of them are general fund positions and 9 are enterprise positions.

He discussed things to consider in the future: additional sales tax, adding a flood mitigation fund, focusing on adding more housing/growing the tax base, and this budget still included the 2 electrical inspector positions but those could move possibly to the state. He had a slide reminding the council and public about the financial impact on community contributions and a slide discussing how his budget had a 10% increase in budget but the City was now told to expect a 2% decrease in premiums. This would give the city a savings of about \$600,000. Lastly, he discussed the important upcoming dates for the budget process.

Alderwoman Olson stated that the community is concerned about tax increases but the council represents the City and that should be the mindset. Alderman Roscoe would like to see it change to a flat rate and Harold mentioned that it can go to a flat rate or even decrease.

Alderwoman Evans moved the City council adopt the 2022 Preliminary Budget for the City of Minot with the 1.48 mill increase. Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Evans, Olson, Pitner, Ross, Streyle; nays: none.


OTHER MISC./DISCUSSION ITEMS

Alderman Pitner directed staff to give an update on the IEDC Report.

ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderwoman Olson and carried unanimously. Meeting adjourned at 7:24 pm.

ATTEST: Mikayla McWilliams
Mikayla McWilliams, City Clerk

APPROVED: 
Thomas Ross, Mayor