

August 2, 2021 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – AUGUST 2, 2021 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

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

July 7th – Congressman Kelly Armstrong Meeting at City Hall
July 12th – Water Topics Committee Tour of Snake Creek Pump Station
July 13th – Testify at Water Topics Committee in Bismarck
July 14th – Chamber EDC Meeting
July 19th – Regular City Council Meeting
July 20th – Closing Arguments Parking Structure Trial
July 21st – COVID Recap – MSU International Forum Discussion
July 22nd – KX News Interview – Parking Structure Legal Victory
July 22nd – NDR City Hall Open House
July 23rd – 50th Resilient Homebuyer Closing at North Dakota Guaranty & Title
July 23rd – Welcome & Introduce Lynyrd Skynyrd at NDSF
July 24th – ND State Fair Parade
July 28th – Friends of the Fair Social / Sawyer Brown
July 29th – Two Flood Protection Home Acquisition Closing
July 30th – ABC News 20/20 Interview
July 30th – NDSF 4-H Showmanship Training & Competition

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

CITY MANAGER REPORT

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

CITY ATTORNEY REPORT

The City Attorney submitted a written report.

Ms. Hendershot also reminded there is a training taking place on Wednesday regarding Open Records and Open Meetings. It is open to the public and Council is invited to attend.

Mayor Sipma then asked about the next steps concerning the Parking Structure litigation, to which she replied by saying, the final cost and disbursement paperwork should be filed with the court within the next couple days. Once judgement is entered, there is a 60-day appeal period where Cypress could appeal the decision to the ND Supreme Court. After that, there will most likely be post judgement discovery which would come back before the Council for discussion.

Alderman Pitner asked if they could move forward with the parking structures or if it would be better to wait until after the 60-day appeal period.

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Ms. Hendershot said, it is up to the Council in how they want to proceed. They can reflect on the issue and weigh their options but will know more in the next 60 days.

MAYORAL APPOINTMENTS – APPROVED

Alderman Pitner moved the City Council accept the resignation of Boyd Sivertson from the Minot Planning Commission and appoint Erin Iverson to fulfill Siverston's term which is set to expire on December 31, 2022.

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

CITY COUNCIL MINUTES – APPROVED

Alderman Pitner moved the City Council approve the minutes of the July 19, 2021 regular City Council meeting.

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

BILLS, TRANSFERS AND PAYROLL – APPROVED

Alderman Pitner moved the City Council approve payroll for the period of June 20, 2021 through July 17, 2021 in the amount of \$2,120,668.88 and approve bills and transfers for July in the amount of \$7,386,117.27 as follows:

ACKERMAN ESTVOLD	24,172.50	287520	GENERAL TRADING	209.67	287572
ACME TOOLS	3,821.56	287521	GEORGE'S RV SERVICE	32.98	287573
ADAPCO, INC.	1,523.00	287522	GERDAU RECYCLING	150.58	287574
ADVANCED BUSINESS METHODS	226.71	287523	GOETTLE LAW, PLLC	3,500.00	287575
ADVENTURE DIVERS	2,400.00	287524	HOME DEPOT CREDIT SERVICES	4.28	287577
AMERICAN WELDING & GAS, INC.	16,259.12	287525	HOME DEPOT CREDIT SERVICES	59.97	287641
APEX ENGINEERING GROUP	1,398.00	287526	INFORMATION TECHNOLOGY		
AQUA-PURE, INC.	11,738.08	287527	DEPARTMENT	2,819.10	287578
ARAMARK	81.64	287528	INTERSTATE BATTERY SYSTEM	183.95	287579
ASHLEY BEALL	128.98	287530	JERRY'S REPAIR & ALIGNMENT	85.00	287581
BECHTOLD PAVING	14,324.25	287532	JOB SERVICES OF NORTH DAKOTA	10,552.50	287582
BLUETARP FINANCIAL, INC.	3.80	287533	JOHN DEERE FINANCIAL	622.49	287576
BORDER STATES INDUSTRIES, INC.	3,148.89	287534	JOSEPH BAER, JR	15.00	287529
BRIAN WILLIAMS	165.00	287663	KANO LABORATORIES	387.16	287583
BROADWAY PRINTING COMPANY	1,247.10	287535	LANDRUM AND BROWN, INC.	2,000.00	287584
BUTLER MACHINERY CO.	221.26	287536	LEXIPOL, LLC	10,197.00	287586
CAISEE SANDUSKY	165.00	287626	LHOIST NORTH AMERICA OF MISSOURI	41,011.49	287587
CANADIAN PACIFIC RAILWAY COMPANY	100.00	287537	LOWES PRINTING, INC.	329.45	287588
CAPFIRST EQUIPMENT FINANCE	66,916.00	287538	MACEY WANTZ	112.00	287650
CARI ROBISON	50.00	287625	MAGIC CITY GARAGE DOOR COMPANY	1,005.00	287589
CAROLINA SOFTWARE	250.00	287539	MAIN ELECTRIC CONSTRUCTION	110,630.39	287590
CDM SMITH	154,767.00	287540	MATTHEW PAPPENFUS	137.50	287613
COLONIAL LIFE	2,517.44	287541	MENARDS	200.66	287591
CREATIVE CONCRETE	52,635.94	287542	MIDSTATES WIRELESS, INC.	500.00	287592
CROWN ASSET MANAGEMENT, LLC	449.41	287620	MIDWEST TAPE	23.98	287593
CUMMINS POWER, LLC	73.44	287543	MIKALI TALBOTT	67.70	287639
DACOTAH PAPER CO.	573.28	287544	MINOT AUTO	1,173.42	287594
DAKOTA FLUID POWER, INC.	122.96	287545	MINOT AUTOMOTIVE CENTER	491.25	287595
DAKOTA TRUCK & FARM	1,644.00	287546	MINOT CHAMBER OF COMMERCE	27,375.00	287596
DAKOTA WRECKING AND SALVAGE	110.00	287548	MINOT DAILY NEWS	1,114.16	287597
DAKOTALAND AUTOGLASS	250.00	287549	MINOT EMPLOYEE DONATIONS	748.80	287598
DAN LAWSON	108.00	287585	MINOT PARK DISTRICT	6,000.00	287599
DELL MARKETING L.P.	2,156.85	287550	NAPA AUTO PARTS	1,696.56	287600
DIG IT UP BACKHOE SERVICE	84,849.70	287551	ND DEPT OF TRANSPORTATION	311,591.19	287601
DIVISION OF CHILD SUPPORT	102.00	287552	ND DEPT OF TRANSPORTATION	5.00	287602
DL BARKIE CONSTRUCTION, INC.	7,920.00	287553	ND DEPT OF TRANSPORTATION	5.00	287603
DOMESTIC VIOLENCE CRISIS CENTE	1,103.63	287554	ND FRATERNAL ORDER OF POLICE	662.50	287604
ECOLAB PEST ELIMINATION DIVISION	393.60	287555	ND ONE CALL, INC.	1,368.55	287605
EIDE BAILLY LLP	13,850.00	287556	ND SAFETY COUNCIL, INC.	1,125.00	287606
EILEEN BEAN	19.15	287531	NDDEQ	1,135.00	287607
ELDORADO NATIONAL - CALIFORNIA	18.26	287557	NEBRASKA CHILD SUPPORT PAYMENT	563.08	287608
EMERGENCY AUTOMOTIVE			NIESS IMPRESSIONS	2,908.40	287609
TECHNOLOGIES	57.30	287558	NORTH DAKOTA FIREFIGHTER'S		
EMPLOYEE ONE TIME PAY	217.92	287559	MUSEUM	25.00	287610
EMPLOYEE ONE TIME PAY	18.00	287560	NORTHWEST TIRE AND RETREAD	3,035.66	287611
ENERBASE	19,130.17	287561	OLSON'S TOWING	4,191.79	287612
FACTORY MOTOR PARTS	1,195.87	287562	PBBS EQUIPMENT CORPORATION	1,054.73	287614
FARSTAD OIL CO	24,887.02	287563	PHIL SCHULTZ	160.33	287629
FASTENAL COMPANY	372.42	287564	PRAIRIE SUPPLY	41.41	287615
FIRE EQUIPMENT CO.	299.50	287565	PRINGLE & HERIGSTAD, P.C.	378.00	287616
FIRESIDE OFFICE SOLUTIONS	1,271.16	287566	PROTECH INTEGRATIONS, LLC	785.00	287617
FIRST DISTRICT HEALTH UNIT	25,000.00	287567	RAFTELIS FINANCIAL CONSULTANTS,		
FIRST INTERNATIONAL BANK & TRUST	640.00	287568	INC	22,500.00	287618
G & P COMMERCIAL SALES	36.88	287569	RAPID FIRE PROTECTION, INC.	2,337.52	287619
GENERAL ONE TIME PAY	50.00	287570	RDO EQUIPMENT	980.12	287621
GENERAL ONE TIME PAY	147.03	287571	REFUND ONE TIME PAY	17.99	287622

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REFUND ONE TIME PAY	40.00	287623	GENERAL ONE TIME PAY	10.50	287714
REFUND ONE TIME PAY	100.00	287624	GENERAL ONE TIME PAY	10.50	287715
SANITATION PRODUCTS	149.63	287627	GENERAL ONE TIME PAY	2,850.00	287716
SCHOCKS SAFE AND LOCK SERVICE	339.55	287628	GENERAL ONE TIME PAY	1,349.00	287717
SIGNS TODAY	228.00	287630	GENERAL ONE TIME PAY	66.64	287718
SOLTIS BUSINESS FORMS CO.	481.75	287631	GENERAL ONE TIME PAY	21,916.46	287719
SOURIS VALLEY READY MIX, LLD	255.00	287632	GENERAL ONE TIME PAY	205.90	287720
SOUTH DAKOTA CHILD SUPPORT	188.31	287633	GENERAL ONE TIME PAY	1,190.50	287721
SPARTAN FIREARMS	562.50	287634	GENERAL ONE TIME PAY	50.00	287722
STATE WATER COMMISSION	484,070.64	287635	GENERAL TRADING	23.50	287723
STEEN CONSTRUCTION & ASSOCIATES	48,040.00	287636	GRAVEL PRODUCTS, INC.	336.29	287725
STEEN CONSTRUCTION CO.	19,223.00	287547	HARLEYS	235.00	287726
STRATA CORPORATION	0.00	287637	HIGHT CONSTRUCTION	55,973.25	287727
SWANSTON EQUIPMENT	4,662.04	287638	HOME DEPOT CREDIT SERVICES	39.08	287728
TARGET	15.00	287640	HOUSTON ENGINEERING, INC.	28,329.44	287729
TAYLOR JENSEN	137.50	287580	IVERS PLUMBING & SPRINKLER		
TRAFFIC CONTROL CORPORATION	644.00	287642	SYSTEMS	2,258.29	287730
TYLER TECHNOLOGIES, INC.	19,600.00	287643	JOHN DEERE FINANCIAL	515.93	287724
ULTEIG	28,863.60	287644	K9 BITE DR, LLC	6,175.00	287731
UNITED MAILING SERVICE	345.69	287645	KEMPER CONSTRUCTION CO	535,842.22	287732
UNUM LIFE INSURANCE	8,384.04	287646	KIWANIS CLUB OF MINOT	150.00	287733
VANTAGEPOINT TRANSFER -- 10###	540.08	287647	KLJ ENGINEERING, LLC	2,466.00	287734
VISIT MINOT	21,575.52	287648	LANDMARK STRUCTURES	14,640.00	287735
VISIT MINOT	7,097.00	287649	LANDRUM AND BROWN, INC.	2,000.00	287736
WATER BILLING ONE TIME PAY	96.60	287651	LAWSON PRODUCTS, INC.	46.65	287737
WATER BILLING ONE TIME PAY	73.53	287652	LHOIST NORTH AMERICA OF MISSOURI	47,759.66	287738
WATER BILLING ONE TIME PAY	6.43	287653	LISA SCHNEIDER	419.26	287777
WATER BILLING ONE TIME PAY	29.27	287654	LOCATORS & SUPPLIES	601.15	287739
WATER BILLING ONE TIME PAY	10.94	287655	M & S SHEET METAL, INC.	288.00	287740
WATER BILLING ONE TIME PAY	16.97	287656	MAIN ELECTRIC CONSTRUCTION	773.64	287741
WATER BILLING ONE TIME PAY	65.35	287657	MARCHUS-BATTERIES PLUS	62.39	287675
WATER BILLING ONE TIME PAY	12.05	287658	MARCO, INC.	206.33	287742
WATER BILLING ONE TIME PAY	6.43	287659	MARKETPLACE FOODS ARROWHEAD	14.97	287743
WATER BILLING ONE TIME PAY	0.51	287660	MESSERLI & KRAMER PA	460.32	287744
WESTLIE FORD	1,949.71	287661	MIDWEST TAPE	115.43	287745
WESTLIE TRUCK CENTER	1,829.09	287662	MINOT AUTO	773.99	287746
DISCOUNT CLEANING EQUIPMENT &			MINOT AUTOMOTIVE CENTER	35.29	287747
SUPPLY, LLC	8,774.50	287664	MINOT CHAMBER OF COMMERCE	4,500.00	287748
VERENDRYE ELECTRIC	81,940.84	100001333	MINOT COMMISSION ON AGING	12,500.00	287749
3D SPECIALTIES, INC.	1,515.55	287665	MINOT DAILY NEWS	144.52	287750
4 ACRES WELDING & FABRICATION,			MINOT ELECTRIC	83.00	287751
INC	603.00	287666	MINOT EMPLOYEE DONATIONS	762.93	287752
ACME TOOLS	3.00	287667	MINOT PARK DISTRICT	77,707.13	287753
ADVANCED ENGINEERING &			MINOT PAVING	273,523.52	287754
ENVIRONMENTAL	30,197.35	287669	MINOT VETERINARY CLINIC	7,455.00	287755
ADVENTURE DIVERS	462.50	287668	NAPA AUTO PARTS	1,351.68	287756
AMERICAN WELDING & GAS, INC.	7,516.80	287670	NATIONAL PAYMENT CORPORATION	143.52	287757
ARAMARK	81.64	287671	ND DEPT OF ENVIRONMENTAL QUALITY	110.00	287758
ARCHKEY TECHNOLOGIES	250.00	287672	ND DEPT OF TRANSPORTATION	69,877.29	287759
ASSETWORKS	5,189.59	287673	ND FRATERNAL ORDER OF POLICE	662.50	287760
BAKKE GRINOLDS WIEDERHOLT	4,498.80	287674	NDAAO	510.00	287761
BECHTOLD PAVING	23,698.75	287676	NDDEQ	415.74	287762
BLUETARP FINANCIAL, INC.	3.49	287677	NEBRASKA CHILD SUPPORT PAYMENT	563.08	287763
BNSF	3,700.00	287678	NORTHERN PLAINS EQUIPMENT CO.,		
BRAUN INTERTEC CORPORATION	1,554.50	287679	INC.	96.00	287764
BUTLER MACHINERY CO.	77.96	287680	NORTHERN TESTING	480.00	287765
CARI ROBISON	2,212.13	287775	NORTHWEST TIRE AND RETREAD	7,194.85	287766
CENTRAL CAB	20.75	287681	POST CONSTRUCTION COMPANY	270,795.34	287767
CITY OF MINOT	2,200.00	287682	PRINGLE & HERIGSTAD, P.C.	1,030.55	287768
COOKIES FOR YOU	900.00	287683	PROCOLLECT	2,224.56	287769
CPS, LTD	135,232.83	287684	PROTECH INTEGRATIONS, LLC	44.97	287770
CROWN ASSET MANAGEMENT, LLC	448.91	287771	RDO EQUIPMENT	54.26	287772
DACOTAH PAPER CO.	139.95	287685	REFUND ONE TIME PAY	300.00	287773
DAVIDSON CONSTRUCTION	11,800.00	287686	REPUBLIC PARKING SYSTEM	23,196.85	287774
DIVISION OF CHILD SUPPORT	102.00	287687	SANITATION PRODUCTS	6,971.49	287776
DORSEY & WHITNEY	14,775.08	287688	SOURIS RIVER JOINT WATER		
DPC INDUSTRIES, INC.	12,500.00	287689	RESOURCE	2,104,137.48	287779
EAPC	252,086.45	287690	SOUTH DAKOTA CHILD SUPPORT	188.31	287780
ELDORADO NATIONAL - CALIFORNIA	2,785.15	287691	STREICHER'S	290.00	287781
EMPLOYEE ONE TIME PAY	634.50	287692	SWANSTON EQUIPMENT	2,509.23	287782
EMPLOYEE ONE TIME PAY	320.32	287693	TAMRA SIVERTSON	25.00	287783
EMPLOYEE ONE TIME PAY	39.00	287694	TARGET	75.00	287784
ENERBASE	14,045.14	287695	THATCHER COMPANY, INC.	10,406.84	287785
ETC INSTITUTE	4,000.00	287696	TIMMONS GROUP	28,925.05	287786
FACTORY MOTOR PARTS	790.64	287697	TRAFFIC CONTROL CORPORATION	7,280.00	287787
FARSTAD OIL CO	25,335.04	287698	TRINITY HEALTH	1,493.28	287788
FASTENAL COMPANY	62.10	287699	U.S. POST OFFICE	5,000.00	287789
FIRE EQUIPMENT CO.	241.50	287700	UHL CO.	390.00	287790
FIRST INTERNATIONAL BANK & TRUST	640.00	287701	ULTEIG	2,944.50	287791
GAFFANEYS	1,069.59	287702	UNITED MAILING SERVICE	263.09	287792
GALE	203.42	287703	UNITED STATES TREASURY	2,181.20	287793
GENERAL ONE TIME PAY	2,600.00	287704	VANTAGEPOINT TRANSFER -- 10###	540.08	287794
GENERAL ONE TIME PAY	250.00	287705	VILLAGE FAMILY SERVICE CENTER	3,672.50	287795
GENERAL ONE TIME PAY	100.00	287706	VISIT MINOT	7,982.05	287796
GENERAL ONE TIME PAY	20.00	287707	WAGNER CONSTRUCTION	1,268,798.41	287797
GENERAL ONE TIME PAY	33.03	287708	WARD COUNTY AUDITOR	9,100.00	287798
GENERAL ONE TIME PAY	675.00	287709	WATER BILLING ONE TIME PAY	24.04	287799
GENERAL ONE TIME PAY	3,508.57	287710	WATER BILLING ONE TIME PAY	17.30	287800
GENERAL ONE TIME PAY	100.00	287711	WATER BILLING ONE TIME PAY	27.77	287801
GENERAL ONE TIME PAY	5.00	287712	WATER BILLING ONE TIME PAY	21.36	287802
GENERAL ONE TIME PAY	5,000.00	287713	WATER BILLING ONE TIME PAY	9.66	287803

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WATER BILLING ONE TIME PAY	6.43	287803	WESTLIE TRUCK CENTER	149.38	287807
WATER BILLING ONE TIME PAY	50.00	287804			
WATER BILLING ONE TIME PAY	32.69	287805	TOTAL:	7,386,117.27	
WESTLIE FORD	466.03	287806			

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

ORDINANCE NO. 5627 – ANNEXATION OF OUTLOT 35 OF SECTION 29, TOWNSHIP 155 NORTH, RANGE 82 WEST AND ADJACENT RIGHT-OF-WAY – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5627 on second reading to annex into the corporate limits of the City of Minot Outlot 35 of Section 29, Township 155 North, Range 82 West, Ward County, North Dakota. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5627 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

ORDINANCE NO. 5628 – REZONE OUTLOT 35, LESS RIGHT-OF-WAY, SECTION 29, TOWNSHIP 155 NORTH, RANGE 82 WEST – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5628 on second reading to change the zoning designation of Outlot 35 of Section 29-155N-82W from “AG” Agricultural District to “M1” Light Industrial District. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5628 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

ORDINANCE NO. 5630 – AMEND THE 2021 ANNUAL BUDGET- LED STREETLIGHTS – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5630 on second reading amending the 2021 annual budget to increase the Traffic capital equipment and decrease Traffic street lights and signal maintenance for the street light LED conversion. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5630 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

ORDINANCE NO. 5631 - ENGINEERING STUDY AT THE INTERSECTION OF 1ST STREET SW AND 13TH AVENUE SW – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5631 on second reading modifying the 1st Street SW approaches from Yield control to Stop control at the intersection with 13th Avenue SW. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5631 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

2020 STREET PATCHING - PHASE 2 - FINAL PAYMENT (4470.2) – APPROVED

Alderman Pitner moved the City Council approve the final payment of \$42,492.58 to be paid to Keller Paving & Landscaping, Inc. for the 2020 Street Patching Phase 2 project.

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

2020 STREET IMPROVEMENTS - FINAL PAYMENT (4471) – APPROVED

Alderman Pitner moved the City Council approve the final payment of \$19,218.47 to be paid to Minot Paving Company, Inc. for the 2020 Street Improvement project.

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

CARGO APRON CONSTRUCTION FINAL PAYMENT TO CONTRACTOR (2020500002) – APPROVED

Alderman Pitner moved the City Council approve Pay Request #6 – Final to Bluestone Construction for work completed on the Cargo Apron project and authorize the Mayor to sign applicable Final Payment documentation.

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

ORDINANCE NO. 5632 - AMEND THE 2021 ANNUAL BUDGET - LIBRARY HVAC CONTROLS – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5632 on first reading amending the 2021 annual budget to decrease the Library capital building revenues and expenditures and increase the Library HVAC maintenance revenues and expenditures for the Library HVAC controls upgrades. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5632 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

ORDINANCE NO. 5633 – AMEND THE 2021 ANNUAL BUDGET- BURDICK EXPRESSWAY WATERMAIN REPLACEMENT (4567.1) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5633 on first reading amending the 2021 annual budget to increase the Water Distribution Watermain Maintenance expenditures for the Burdick Watermain Replacement project and approve the use of reserves. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5633 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

ORDINANCE NO. 5634 – AMEND THE 2021 ANNUAL BUDGET- HAZARDOUS MATERIALS GRANT PURCHASE – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5634 on first reading amending the 2021 annual budget to increase Fire department general fund materials and supplies expenditures and Federal revenues and decrease the Fire department capital expenditures and Federal revenues for the non-capital expenditures of the spectroscopy device which is funded by the FY 2019 State Homeland Security Grant. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5634 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

PURCHASE OF ECOLOGIC MOBILE FOAM TEST SYSTEM FOR THE MINOT AIRPORT'S AIRCRAFT RESCUE AND FIRE FIGHTING (ARFF) VEHICLES – APPROVED

Alderman Pitner moved the City Council approve the purchase of the Aircraft Rescue and Fire Fighting (ARFF) mobile foam testing system and authorize the Mayor to sign applicable documentation.

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

ORDINANCE NO. 5635 – AMEND THE 2021 ANNUAL BUDGET- ECOLOGIC MOBILE FOAM TEST SYSTEM FOR ARFF VEHICLES – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5635 on first reading amending the 2021 annual budget to increase the Airport capital equipment budget for the purchase of a mobile foam test system for ARFF vehicles which will be funded with currently budgeted sales tax improvement funds. Motion seconded by Alderman Ross and carried unanimously.

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Alderman Pitner moved the City Council pass ordinance no. 5635 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

FY2022 WCNTF JAG & LOTTERY GRANT APPLICATION – APPROVED

Alderman Pitner moved the City Council ratify the application by the Minot Police Department and Ward County Narcotics Task Force and authorize acceptance if awarded the 2022 JAG and Lottery Grant from the ND Bureau of Criminal Investigations.

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

LANDFILL CELL 7 – TASK ORDER APPROVAL (PROJECT NUMBER 4241.1) – APPROVED

Alderman Pitner moved the City Council approve a task order with CPS Engineering in the amount of \$221,000 for the design of cell 7 and completion of a stormwater management plan for the expanded landfill area and authorize the Mayor to sign the agreement on behalf of the City.

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

2021 SIDEWALK, CURB & GUTTER REPLACEMENT - ASSESSMENT (4554) – APPROVED

Alderman Pitner moved the City Council 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.

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

ORDINANCE NO. 5636 - 9TH AVENUE SW, WEST OF 6TH STREET SW - WESTBOUND ONE-WAY – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5636 on first reading adding to the City Council created traffic restrictions provided for in Chapter 20, Article 1, Section 20-2 (a) (3) to restrict parking at the following location:

1. No parking on the south side of 9th Avenue SW, 180-feet from the center of the 6th Street SW intersection.
2. No parking on the north side of 9th Avenue SW, 180-feet from the center of the 6th Street SW intersection.

And add to the list of City Council created traffic restrictions provided for in Section 20-2 (a) (11) to allow a one-way street at the following location:

1. 9th Avenue SW between Minot Public Schools property, with the legal description of UNPLATTED SEC 23 155 83 SW1/4SE1/4 & NW1/4 SE1/4 L, and 6th Street SW to a one-way eastbound-only street.

Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5636 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

CITY HALL RETAINING WALL PROJECT CONTINUATION AND CONTRACT AMENDMENT (4398) – APPROVED

Alderman Pitner moved the City Council authorize design work to restart the City Hall Retaining Wall project, authorize the City Engineer to negotiate a contract amendment with KLJ and authorize the Mayor to sign the amendment

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

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CONCUR WITH PERSONAL PROPERTY SALVAGE PURCHASES – APPROVED

Alderman Pitner moved the City Council concur with the following salvage purchases considered personal property under local ordinance:

- Thomas Ripplinger bought garage at 501 6th St NE \$3,500
- Greg Reed bought sheds located at 501 9th St NE \$500
- Derrick Miller bought a shed located at 500 9th St NE \$125
- Kendell Meyer bought a shed located at 502 7th St NE \$250
- Mike Hamilton bought wood and deck material from 303 6th St NE \$20

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

ORDINANCE NO. 5637 - NO PARKING ON 25TH STREET NW AT 5TH AVENUE NW – FIRST READING – APPROVED

Alderwoman Olson moved the City Council place ordinance no. 5637 on first reading adding to the City Council created traffic restrictions provided for in Chapter 20, Article 1, Section 20-2 (a) (3) to restrict parking at the following location:

1. East side of 25th Street NW, north 10-feet to north 50-feet from the center of the 5th Avenue NW intersection.

Motion seconded by Alderman Ross and carried unanimously.

Don Pfeifer, a resident of the neighborhood impacted by the parking restriction, said he understands the effort to improve safety but it takes away his child's parking space at their home. He continued by saying, there are so many "No Parking" signs on the street it makes it impossible for parents to pick their kids up from school. He believes there are other options to improve safety, such as a flashing beacon at the crosswalk.

Stephen Joersz, Traffic Engineer, provided images of the intersection. He said the restriction is an effort to open the space so that a pedestrian could be seen by an oncoming driver before they enter street. He explained that the change wasn't the result of a complaint but rather a situation he noticed while driving throughout the area. He commented that a flashing beacon would still require the parking restriction to improve stopping distance.

Upon questioning by the Council, the City Engineer clarified, the "No Parking" restriction would be in effect between 8:00 am and 4:00 pm any day school is in session.

Alderman Pitner stated it is a high-traffic crosswalk and said the proposed change is the result of being proactive rather than reactive to an accident. He understands the frustration of the homeowner but supports the motion and the need to improve safety. He then said he hopes the Police Department enforces parking restrictions to improve issues during school hours.

Alderwoman Olson said she understands the frustrations of living near a school, as she has experienced it herself. She encouraged parents and residents to communicate with the principal to get the message out about school pick-up.

Mayor Sipma also emphasized the need for direct communication with the school's principal on neighborhood safety.

Alderwoman Olson moved the City Council pass ordinance no. 5637 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

SUB-RECIPIENT AGREEMENTS WITH YWCA MINOT DBA PROJECT BEE – APPROVED

Alderman Jantzer moved the City Council approve two sub-recipient agreements with YWCA Minot dba Project BEE to take over the role completing the project known as Broadway Circle for both the Family Homeless Shelter and 17 Unit LMI Apartment Rental Building. Motion seconded by Alderman Ross.

Mr. Zakian came forward to request the motion include acknowledgement of minor modifications by staff to include language in the agreement for a reverter clause in case of default or bankruptcy. He also acknowledged the previous request by Aldermen Pitner and Ross to analyze the viability of moving the project to another site. He included a memo explaining the many reasons it is prudent to stay at the current site.

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Alderman Jantzer agreed to modify the motion to include Mr. Zakian's request for language adding a reverter clause to the agreement. Alderman Ross, as the second agreed.

Alderwoman Evans asked if there is flexibility to add accessibility to the designs of the project.

Mr. Zakian responded by saying, they can modify the designs, however, any fees associated would be at their cost. The designs were done following all requirements for ADA compliance.

At the request of Alderwoman Evans, Liz Larsen, Director of YWCA Minot dba Project BEE, explained that 80%-85% of their clients identify as having a disability, whether it is addiction, a mental health disorder or physical. She said the women's shelter was not accessible which sometimes made it difficult to offer resources to clients. She expressed the importance for the facility to be 100% accessible but they need to get construction estimates before they can develop cost adjustments.

Mr. Zakian pointed out that it is mandatory for this project to be a family homeless shelter and is not for individuals.

Alderman Ross asked what assurances were demonstrated by Project BEE to ensure they have the necessary capabilities and capacities to complete Broadway Circle.

Mr. Zakian stated, there is a requirement for the subrecipient to provide a financial plan to carry out the project and operate the facility. They can never be absolutely certain what will happen with a subrecipient but he is comfortable with what Project BEE provided. The other non-profits were not proficient to assume the role.

Alderwoman Evans asked Ms. Larsen to describe why Project BEE is the right organization for this project. Ms. Larsen explained that they have separated from the YWCA USA organization so they could change their culture and staffing structure. The Board and staff work toward a common mission and they have hired appropriate positions to carry out their goals. They are taking advice from local resources and planning for the future by setting up reserves. Their focus is entirely local.

Alderman Ross thanked Gerald Roise for taking time to show him the plans for the projects.

Mr. Roise, of the Welcome Table, said he fully endorses Project BEE and looks forward to the partnership to include the food pantry and soup kitchen in the project. He commented that they are not in the shelter business and could not take on the projects themselves. It is a great opportunity for the City to leverage Federal funds for a much-needed facility.

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

2045 COMPREHENSIVE PLAN CONSULTANT SELECTION – APPROVED

Alderwoman Evans moved the City Council select SRF Consulting as the lead consultant for the 2045 Comprehensive Plan, authorize the Community & Economic Development Director to negotiate a scope and fee and authorize the Mayor to sign the agreement. Motion seconded by Alderman Pitner.

Alderman Podrygula shared comments from his experience on the selection committee.

Alderman Jantzer compared the current respondents to companies that have consulted on the comprehensive plan in the past. He said, local consultants have a better understanding of what works in Minot and in the region as opposed to consultants from other states.

Upon questioning about local proposals, the Community and Economic Development Director said, the three firms interviewed were not from the Minot area. SRF Consulting is primarily out of Bismarck and Fargo. Stantec is based out of Minneapolis but had a subconsultant, Houston Engineering, to do some of the planning engineering. The third firm was from Omaha, Nebraska and did not have any local assistance.

The Council expressed optimism for the future and mentioned the progressive efforts to move Minot forward in an organized rational manner. They also emphasized the many ways to gather public input from diverse groups in Minot.

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

ORDINANCE NO. 5638 - 2021 LEGISLATIVE UPDATES – FIRST READING – APPROVED

Alderwoman Olson moved the City Council place ordinance no. 5638 on first reading, amending the City of Minot Code of Ordinances relating to alcoholic beverages, licenses, tobacco, shoplifting, and possession of weapons. Motion seconded by Alderman Jantzer and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5638 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

AMERICAN RESCUE PLAN ACT – APPROVED

Alderwoman Olson moved the City Council approve the application for the American Rescue Plan Act (ARPA) funding and authorize the Finance Director to sign the necessary paperwork. Motion seconded by Alderman Jantzer.

Alderwoman Evans asked if the item would be brought back to Council to decide where to spend the funds.

Finance Director, David Lakefield, explained that it would need to come back to Council to appropriate the funds. Some funding may be available in 2021 so it would be brought back in the form of a budget amendment. There are specific uses outlined for the funding relating to infrastructure improvements.

Upon questioning on the amount of funding the City would receive, Mr. Lakefield said, it is referred to as an estimate in the paperwork but is determined by a formula based on population. He further explained that some entitlement cities have already received funding but funds were recently released for non-entitlement units (NEUs) with population under 50,000.

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

2022 PRELIMINARY BUDGET – APPROVED

The City Manager presented the 2022 preliminary budget in accordance with state law. He explained the many ways the public can stay informed on the process and where to view the preliminary budget. He also prefaced the presentation by saying, staff will continue their effort to make reductions prior to final adoption of the budget. He particularly emphasized the desire to keep the mill levy flat from the previous year. They are hoping that a flat property tax rate will give the school district a better chance to pass a bond issue for a new school.

Mr. Stewart reviewed the Magic City Aspirations created by the City Council and explained how various aspects of the budget align with their aspirations. The proposed 2022 budget includes 123.57 mills, compared to 121.29 mills for 2021. For the owner of a home at the median value of \$187,000, property taxes would rise approximately \$4.79 a month. Mr. Stewart explained that the two-mill change is essentially an adjustment to accommodate the way the state calculates a formula for Homestead and veteran's property tax credits. He went into detail explaining each of the additional full-time positions requested by staff. He also summarized the challenges the City faces regarding volatile revenue and health insurance.

Following the presentation, Mr. Stewart responded to questions from the Council.

Alderman Ross moved the City Council adopt the 2022 Preliminary Budget for the City of Minot. Motion seconded by Alderwoman Evans.

Alderwoman Evans asked for feedback on the aspirations developed by the Council during their retreat.

Mr. Stewart said staff is appreciative of the direction and will roll out the City's mission and values in the near future.

Alderman Podrygula said he was glad to see the City considering the needs of other jurisdictions for the overall benefit of the community. He also commented that the budget includes realistic requests for additional staff. The Council has invested in infrastructure but he raised concerns about investing in the City's human resources to utilize staff more efficiently.

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At the request of Alderman Olson, Mr. Lakefield reminded, the City Council question and answer session will take place during the regular Council meeting August 16th. The first reading of the budget is September 7th, followed by the final reading September 20th.

The Council and staff encouraged public input.

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

PERSONAL APPEARANCES

None

MISCELLANEOUS & DISCUSSION

Mayor Sipma thanked Alderwoman Olson for the use of her convertible during the State Fair Parade.

Alderman Pitner asked what options they have for the parking structures since litigation ruled in favor of the City and whether they are still obligated to build housing.

The CDBG-DR/NDR Program Manager, John Zakian, stated, the HUD funds used toward the structures were allocated as an Urgent Need (UN) and has met all requirements for the project. Since there are no further expectations, the City is free to build what they want. He further explained, the reason the City needed to take action to recover HUD funds from the developer, is because there were two years of defaulted rent payments due for rental of the garage.

Alderman Pitner and Mayor Sipma encouraged thoughtful, creative suggestions for the future of the parking structures.

ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Ross and carried unanimously. Meeting adjourned at 7:40 pm.

ATTEST: _____
Kelly Matalka, City Clerk

APPROVED: _____
Shaun Sipma, Mayor