

## September 8, 2020 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – SEPTEMBER 8, 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.

August 4th – SVAS Ground Breaking  
August 5th – Sale Closing on Home for Flood Control  
August 6th – IEDC Steering Committee Meeting  
August 6th – Military Affairs Committee Meeting (Zoom)  
August 7th – 5th Bomb Wing Commander Col. Michael Walters Meeting  
August 10th – Task Force 21 Meeting  
August 13th – MADC Board Meeting  
August 17th – Regular City Council meeting  
August 21st – Immigrant Stakeholders Phone Conference  
August 23rd – Emcee for the Minot Food Truck Festival at Oak Park  
August 27th – MADC Special Board Meeting  
August 28th – Sertoma at Oak Park  
August 29th – Mayor Roast at Good Night Live  
August 30th – 5th Bomb Wing Commander Open House  
Sept 1st – Sen. Hoeven with US Energy Secretary  
Sept 1st – Census Kiosk at Marketplace  
Sept 2nd – Flood Control Home Acquisition Closing  
Sept 2nd – Magic City Equality Flag Raising  
Sept 3rd – CTE Committee Meeting  
Sept 3rd – Military Affairs Zoom Meeting  
Sept 8th – NDLC Nominating Committee Meeting

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

He then addressed an issue that took place during the Magic City Equality flag raising. He said, the issue regarding the size of the flag was immediately identified and was taken down right away and replaced with a flag of the correct size.

### CITY MANAGER'S REPORT

Interim City Manager, David Lakefield, began his report by listing upcoming meetings. The Chamber Board meeting September 15<sup>th</sup>, NDLC Virtual Annual Business meeting September 15<sup>th</sup>, MAGIC Fund September 18<sup>th</sup>, City Council September 21<sup>st</sup>, Chamber Annual Meeting September 23<sup>rd</sup>, NDLC Virtual Annual Meeting September 24<sup>th</sup>-26<sup>th</sup>, Souris River Joint Board October 1<sup>st</sup>, and City Council October 5<sup>th</sup>.

He continued with updates on NDR projects including Blu on Broadway, which has the foundation laid and is laying steel in the basement. The TIF is underway with street and utility improvements on 1<sup>st</sup> Street. The City Hall project is undergoing an appraisal the following week and they are preparing for negotiations. The Center for Technical Education is awaiting the release of funds from HUD and anticipating the approval of the environmental review later in the month.

## September 8, 2020 Regular City Council Meeting

He discussed additional projects taking place around the city including the 31<sup>st</sup> Ave SE roundabout. He said, the crews finished pouring concrete the previous week but they will continue with curb and gutter. They hope to have all pavement laid by the end of the month. The 10<sup>th</sup> Ave SE and 31<sup>st</sup> intersection is now open however, 31<sup>st</sup> Avenue to 37<sup>th</sup> Avenue is closed. The storm sewer installation is complete on 10<sup>th</sup> Avenue SE and roads are being built. They will continue to install storm sewer to the west on 32<sup>nd</sup> and 34<sup>th</sup> and expect completion of the project by the end of October.

Phase MI-1 of Flood Control continues with staining on the dry side of the floodwall and the base course of asphalt pavement on 4<sup>th</sup> Avenue is nearly complete. Phase MI-2/3 has reached substantial completion. The closure structure needs to be stained and punch list items continue to be addressed.

He briefly discussed the Census by saying, Minot has a 67% response rate compared to a state response rate of 64.2% and a national rate of 65.3%.

He provided some financial updates and said he is optimistic of budget savings at this point. The General Fund revenue is tracking slightly above budget, General Fund expense is tracking 5% below budget, and sales tax revenues are tracking as budgeted.

Mr. Lakefield provided additional information about the software upgrade which is conducting end-user training the following day. He said, the financial modules of the program will go live October 1<sup>st</sup>.

He said the bond sale, which was previously approved by Council, closes the following day. The Problem Property Unit has developed a plan but will provide more information at a later date.

### **ATTORNEY'S REPORT**

The City Attorney submitted a written report.

### **PUBLIC HEARING: SUBDIVISION AND REZONING RIVERWOOD 2ND ADDITION, LOT 1**

The City Council held a public hearing to consider a request by Ron and Karen Thunshelle, applicants and David Kopp, owner, to create a new subdivision from an unplatted portion of the SW ¼ NW ¼ of Section 21-155N-83W to be known as Riverwood 2nd Addition, Lot 1 and to rezone the new lot from AG, "Agricultural District" to RA, "Agricultural Residential District."

No one appeared on behalf of the request.

Alderman Jantzer moved the City Council close the public hearing and approve the request.

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

### **SUBDIVISION OF RIVERWOOD 2<sup>ND</sup> ADDITION, LOT 1 – APPROVED**

Alderman Jantzer moved the City Council approve a new subdivision from an unplatted portion of the SW ¼ NW ¼ of Section 21-155N-83W to be known as Riverwood 2nd Addition, Lot 1.

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. 5526 – REZONING RIVERWOOD 2<sup>ND</sup> ADDITION, LOT 1 – FIRST READING – APPROVED**

Alderman Jantzer moved the City Council place ordinance no. 5526 on first reading to rezone the new lot from AG (Agricultural District) to RA (Agricultural Residential District). Motion seconded by Alderman Pitner and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5526 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.

### **SUBDIVISION TITA 2ND ADDITION, LOTS 1 & 2 – APPROVED**

## September 8, 2020 Regular City Council Meeting

Alderman Jantzer moved the City Council create a new subdivision to be known as Tita 2nd Addition, Lots 1 & 2

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 THE MINUTES – APPROVED

Alderman Olson moved the City Council approve the minutes of the August 17, 2020 regular City Council meeting and the August 24, 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.

### BILLS, TRANSFERS & PAYROLL – APPROVED

Alderman Olson moved the City Council approve payroll for the period of July 19, 2020 through August 15, 2020 in the amount of \$2,089,519.85 and bills and transfers for August in the amount of \$7,747,745.28 as follows:

ACKERMAN ESTVOLD 283334	7627.50	ASPHALT PRESERVATION COMPANY, INC. 283502	716893.70
ACME TOOLS 283335	622.47	ASSETWORKS LLC 283503	2594.79
ACME TOOLS 283493	1095.45	AT&T 1002942	4009.82
ACME TOOLS 1002929	1276.76	AUTO ZONE 6843 1002943	39.56
ACOM SOLUTIONS 1002930	3621.00	AUTOTEX 1002944	73.75
ADOBE SYSTEMS INC. 1002931	29.99	B & H PHOTO-VIDEO 1002945	241.82
ADVANCED BUSINESS METHODS 283336	1156.45	BAER, JOSEPH JR 283504	25.00
ADVENTURE DIVERS 283337	5922.35	BAKER & TAYLOR BOOKS 1002947	8540.08
AE2S CONSTRUCTION LLC 283494	4254.25	BALCO UNIFORM COMPANY, INC. 283347	5511.40
AIPPERSPACH, MILDRED 283338	132.30	BARNES & NOBLE BOOKSTORES INC. 1002948	51.46
ALL AMERICAN TROPHIES 283495	49.95	BEAN, EILEEN 283505	23.00
AMAZON.COM 1002938	8625.52	BECHTOLD PAVING 283348	52087.13
AMERICAN WELDING & GAS, INC. 283339	6230.88	BECHTOLD PAVING 283506	20677.50
AMERICAN WELDING & GAS, INC. 283496	11528.76	BERRY DUNN MCNEIL & PARKER LLC 1002949	26600.00
AMERICAN WELDING & GAS, INC. 1002939	525.14	BEST BUY BUSINESS ADVANTAGE ACCOUNT 1002950	264.07
AMERICAN WORKING DOGS, INC 283654	150.00	BIBLIOTHECA, LLC 1002951	1414.90
AMERICAN WORKING DOGS, INC 283655	150.00	BJORK, JENNA 283349	107.65
AMERICAN WORKING DOGS, INC 283656	150.00	BJORK, JENNA 283507	302.50
AMERIPRIDE 283340	81.64	BLU ON BROADWAY, LLC 283508	115843.84
AMERIPRIDE 283497	81.64	BLUESTONE CONSTRUCTION, INC 283350	621057.19
AMERITAS LIFE INSURANCE CORP 283341	1808.31	BLUETARP FINANCIAL, INC 283351	15.05
APEX ENGINEERING GROUP 283498	27582.84	BLUETARP FINANCIAL, INC 1002952	126.10
APEX ENGINEERING GROUP 283657	133990.33	BNSF RAILWAY COMPANY 283509	50.00
APH/AUTO VALUE 283342	4.95	BOOT BARN INC 1002953	200.00
AQUA-PURE INC 283343	879.35	BOPPRE LAW FIRM, PLLC 283510	6000.00
AQUA-PURE INC 283499	13095.00	BORDER STATES INDUSTRIES INC 283352	2152.90
ARCHKEY TECHNOLOGIES 283344	250.00	BORDER STATES INDUSTRIES INC 283511	771.08
ARCHKEY TECHNOLOGIES 283500	1750.00	BORDER STATES INDUSTRIES INC 1002954	1097.00
ARMSTRONG, ANN 283345	185.00	BOUND TREE MEDICAL 1002955	177.98
ARROWHEAD ACE HARDWARE 283346	15.48	BOWLES, AARON B 283512	181.50
ARROWHEAD ACE HARDWARE 283501	10.98	BROADWAY PRINTING COMPANY 283513	6533.80
ARROWHEAD ACE HARDWARE 1002940	149.89	BROADWAY PRINTING COMPANY 1002956	1034.85

## September 8, 2020 Regular City Council Meeting

BROCK WHITE CO LLC	280.68	283514	GOOSENECK IMPLEMENT	140.25	283561
BROCK WHITE CO LLC	621.12	1002957	GOVHR USA	8500.00	283562
BUDGET MUSIC & VIDEO	996.45	1002958	GRAINGER	169.10	1002988
BUTLER MACHINERY CO.	805.12	283353	GRAND FORKS FIRE EQUIPMENT	756.22	1002989
BUTLER MACHINERY CO.	149.58	283515	GRAND HOTEL	29.85	1002990
BUTLER MACHINERY CO.	537.95	1002959	GRANITE SPRINGS CO.	520.75	1002991
CAPFIRST EQUIPMENT FINANCE	145000.00	283516	GRAPHICS LETTERING & TRIM	440.00	283402
CARBY, CHRISTOPHER	30.00	283354	GRAVEL PRODUCTS, INC.	761.69	1002992
CDM SMITH	196627.25	283355	GRAYBAR	75.60	1002993
CDW GOVERNMENT INC	394.05	283517	GRINNELL, HUGH	25.99	283563
CDW GOVERNMENT INC	2958.77	1002960	HACH	1564.74	1002994
CHRISTIANSON HEATING & AIR	263.93	283356	HANSON'S EXCAVATING	828.00	283404
CHRISTOPHER A. CARLSON	335.85	283482	HARPER, JESSICA	21.57	283405
CHRISTOPHER A. CARLSON	335.85	283658	HAWKINS, INC	14433.64	283406
CITY LAUNDRY	6.99	1002961	HAWKINS, INC	3750.00	283564
CLEAN HARBORS ENV. SERVICES	38879.37	1002962	HIGH POINT NETWORKS, LLC	175.00	1002995
CLEAN TECH	75.00	283357	HOME DEPOT CREDIT SERVICES	18.75	283565
CLEAN TECH	601.65	283518	HOME DEPOT CREDIT SERVICES	483.02	1002996
CLUTE OFFICE EQUIP. INC.	24.99	1002963	HOME OF ECONOMY	385.66	1002997
COLONIAL LIFE PREMIUM PROCESSING	2617.16	283358	HOUSTON ENGINEERING, INC	22539.79	283407
COMMUNITY AMBULANCE SERVICE	1000.00	283359	HOUSTON ENGINEERING, INC	27400.69	283566
COMPUTER STORE	1277.92	283519	HUBER SPRINKLER SERVICE	4575.35	283567
COOKIES FOR YOU	900.00	283360	HYDRO KLEAN	43469.50	283408
CORE & MAIN	149.25	283361	INFORMATION TECHNOLOGY DEPARTMENT	3174.75	283570
CORE & MAIN	22327.95	1002964	INNOVATIVE OFFICE SOLUTIONS LLC	489.79	283571
CREDIT COLLECTIONS BUREAU	200.00	283483	INTERNATIONAL CODE COUNCIL, INC	78.50	1002998
CREDIT COLLECTIONS BUREAU	200.00	283659	INTERSTATE BATTERY SYSTEM	640.80	283409
CREST TRUCK PARTS	700.00	1002965	INTERSTATE BATTERY SYSTEM	16.40	283572
DACOTAH PAPER CO.	1408.98	283362	IPMA-HR	2200.02	1002999
DACOTAH PAPER CO.	241.60	283520	JEROMES COLLISION CENTER	12009.17	1003000
DACOTAH PAPER CO.	416.69	1002966	JH MEDICAL SUPPLY	82.31	283410
DAKOTA AGRONOMY PARTNERS, LLC	1037.50	1002967	JIMS WELDING, INC.	112.80	283573
DAKOTA CONCRETE CONSTRUCTION	17261.00	283521	KELLER PAVING AND LANDSCAPING	155571.10	283411
DAKOTA FENCE	124.80	1002968	KELLER PAVING AND LANDSCAPING	158531.70	283575
DAKOTA FIRE EXTINGUISHER	1915.48	1002969	KLC OF WILLMAR INC	4142.74	283576
DAKOTA FLUID POWER, INC	5.22	283522	KLJ ENGINEERING LLC (BISMARCK)	6979.50	283412
DAKOTA FLUID POWER, INC	209.97	1002970	KOSSAN, KENTON	302.50	283578
DAKOTA PROPERTY MANAGEMENT, LLC	50.00	283523	LAKESHORE	480.68	1003001
DAKOTA TRUCK & FARM	85.83	1002971	LANDMARK STRUCTURES	235440.00	283413
DAKOTA UNDERGROUND SPECIALTIES LLC	383694.00	283363	LANDRUM AND BROWN, INC	12500.00	283414
DAKOTA WRECKING AND SALVAGE	369.93	283524	LAWSON, JERRY	500.00	283415
DAKOTALAND AUTOGLASS	80.00	283364	LEMERE, CHARITY	41.40	283416
DAKOTALAND AUTOGLASS	55.00	1002972	LEXISNEXIS MATTHEW BENDER	489.36	283580
DAVIDSON CONSTRUCTION	8250.00	283365	LHOIST NORTH AMERICA OF MISSOURI	43419.34	283417
DELL MARKETING L.P.	1787.43	283366	LHOIST NORTH AMERICA OF MISSOURI	30061.40	283581
DELL MARKETING L.P.	5890.00	1002973	LOWES PRINTING, INC.	10071.19	283418
DIG IT UP BACKHOE SERVICE	29800.00	283525	LOWES PRINTING, INC.	261.40	283583
DIRECTV	266.97	1002974	MADC	.00	283584
DIVE RIGHT IN SCUBA, INC	3043.99	1002975	MADC	30416.67	283661
DOMESTIC VIOLENCE CRISIS CENTE	1351.64	283367	MAIN ELECTRIC CONSTRUCTION	6533.09	283419
DOMESTIC VIOLENCE CRISIS CENTE	1619.92	283526	MAIN ELECTRIC CONSTRUCTION	56999.43	283585
DORSEY & WHITNEY	8078.40	283527	MAK, SUHERMIN	25.00	283420
DOUBEK, LYLE	500.00	283528	MARCO, INC	245.24	283421
DXP ENTERPRISES, INC	280.10	1002976	MARCO, INC	175.00	283422
DYNAMIC SAWING & CORING, LLC	400.00	1002977	MARCO, INC	196.50	283586
ECLAB	380.29	283368	MARKETPLACE FOODS	990.94	1003002
ELDORADO NATIONAL - CALIFORNIA	2240.86	283369	MARKETPLACE FOODS SOUTH BROADWAY	142.75	1003003
ENERBASE	30398.93	283387	MARTISEN, DELLA & OLIVIA CHRISTMAS	20.00	283423
ENERBASE	20718.09	283549	MATERIAL TESTING	6009.00	283424
ENERBASE	191.51	1002978	MATERIAL TESTING	4056.25	1003004
EPIC SOLUTIONS	19.29	283388	MENARDS	153.32	283425
ETSYSTEMS	12400.00	283550	MENARDS	4077.98	1003009
FACTORY MOTOR PARTS	830.90	283389	MICROSOFT CORPORATION	1238.71	1003011
FACTORY MOTOR PARTS	117.31	283551	MIDSTATES WIRELESS, INC	62.50	283587
FARSTAD OIL CO	280.05	283390	MILLER LAW OFFICE, P.C.	502.50	283588
FASTENAL COMPANY	8.19	1002979	MINOT AUTO	835.77	283429
FEDERAL EXPRESS	156.74	1002980	MINOT AUTO	446.39	283590
FERGUSON ENTERPRISES, INC	9.83	283553	MINOT AUTO	31.25	1003012
FERGUSON WATERWORKS #2516	13627.65	1002981	MINOT CHAMBER OF COMMERCE	7500.00	283591
FIBERGLASS SPECIALTIES	3650.00	283554	MINOT CITY AUDITOR	20.00	283592
FIRE EXTINGUISHING SYSTEMS	424.60	283391	MINOT COMMISSION ON AGING	8750.00	283430
FIRE SAFETY USA, INC	245.00	1002982	MINOT CONVENTION&VISITORS BUR.	11594.73	283492
FIRST DISTRICT HEALTH UNIT	20833.33	283392	MINOT CONVENTION&VISITORS BUR.	3092.38	283593
FIRST INTERNATIONAL BANK & TRUST	1260.00	283660	MINOT DAILY NEWS	3269.24	283432
FIRST WESTERN INSURANCE	528.00	283393	MINOT DAILY NEWS	590.92	283594
FIRST WESTERN INSURANCE	150.00	283555	MINOT DAILY NEWS	48.00	1003013
FLEETMIND SOLUTIONS INC	1987.50	283556	MINOT ELECTRIC	1130.03	283433
FLEETMIND SOLUTIONS INC	.40	1002983	MINOT ELECTRIC	80.00	283595
G & P COMMERCIAL SALES	68.20	1002984	MINOT ELECTRIC	454.86	1003014
G-TEC EQUIPMENT SERVICES, LLC	1875.00	283395	MINOT EMPLOYEE DONATIONS	1469.15	283662
GAFFANEYS	350.00	283557	MINOT PARK DISTRICT	2000.00	283434
GAFFANEYS	187.90	1002985	MINOT PAVING	14446.00	283435
GALE	20.79	283396	MINOT RESTAURANT SUPPLY	361.83	1003015
GALE	166.14	283558	MINOT VETERINARY CLINIC	3397.00	1003016
GENERAL TRADING	184.41	283397	MISC P CARD VENDOR	8302.88	1003021
GENERAL TRADING	10.40	283559	MISCELLANEOUS A/R	500.00	283552
GENERAL TRADING	340.27	1002986	MISCELLANEOUS A/R	240.00	283577
GERDAU RECYCLING	153.43	283398	MISCELLANEOUS A/R	474.00	283582
GERDAU RECYCLING	144.40	283560	MISCELLANEOUS A/R	1000.00	283607
GERDAU RECYCLING	123.15	1002987	MISCELLANEOUS A/R	870.00	283625
GILLIG LLC	960.35	283399	MISCELLANEOUS A/R	480.50	283629
GOETTLE, SHANE C	3500.00	283400	MN CHILD SUPPORT PAYMENT CENTER	172.12	283486
GOOSENECK IMPLEMENT	351.72	283401	MN CHILD SUPPORT PAYMENT CENTER	172.12	283663

## September 8, 2020 Regular City Council Meeting

MOORE, MELANIE	63.00	283596	SOURIS RIVER JOINT WATER RESOURCE	407088.81	283670
MOWBRAY & SONS	6744.00	283597	SOURIS VALLEY READY MIX, LLD	269.00	283462
MOWBRAY & SONS	2217.00	1003022	SOUTH DAKOTA CHILD SUPPORT	188.31	283489
MR. LAWN	270.00	283436	SOUTH DAKOTA CHILD SUPPORT	188.31	283671
MSC INDUSTRIAL SUPPLY CO	110.16	283437	SRF CONSULTING GROUP	7392.74	283463
MVTL LABORATORIES	1093.00	1003023	STALHEIM, STEFANIE	25.00	283636
NAPA AUTO PARTS	1244.62	283440	STAPLES	217.33	1003050
NAPA AUTO PARTS	1185.78	283598	STATE WATER COMMISSION	14809.51	283464
NAPA AUTO PARTS	819.76	1003024	STATE WATER COMMISSION	73897.39	283637
NARDINI FIRE EQUIPMENT	942.00	283441	STATE WATER COMMISSION	1687858.02	283673
NATIONAL ASSOCIATION OF SCHOOL	80.00	1003025	STRATA CORPORATION	2470.00	283466
NATIONAL PAYMENT CORPORATION	148.06	283599	SUN LIFE FINANCIAL	73.00	283467
ND DEPT OF ENVIRONMENTAL QUALITY	1000.00	283442	SWANSON & WARCUP, LTD	7158.00	1003051
ND DEPT OF ENVIRONMENTAL QUALITY	600.00	283665	SWANSTON EQUIPMENT	702.05	283468
ND DEPT OF HEALTH	18.54	283600	SWANSTON EQUIPMENT	7853.23	283638
ND DEPT OF TRANSPORTATION	543169.97	283443	SWANSTON EQUIPMENT	479.50	1003052
ND FRATERNAL ORDER OF POLICE	1462.50	283666	TARGET	332.07	1003053
ND LEAGUE OF CITIES	30.00	1003026	TARGETS ONLINE	117.25	1003054
ND ONE CALL, INC	1765.20	283601	TEAM ELECTRONICS INC	443.00	283639
ND SAFETY COUNCIL, INC.	300.00	283602	TEAM ELECTRONICS INC	44.75	1003055
ND STATE BOARD OF ACCOUNTANCY	85.00	1003027	TEN-8 FIRE EQUIPMENT, INC.	6370.00	1003056
ND STATE BOARD OF LAW EXAMINERS	50.00	1003028	THE IRIS COMPANIES	347.70	1003057
ND SURPLUS PROPERTY	90.00	1003029	THE PUBLIC SAFETY STORE, LLC	510.98	1003058
ND WATER COALITION	1000.00	283444	THEIN WELL	42620.59	283469
NDSWRA	60.00	283603	THOMSON REUTERS-WEST PAYMENT CENTER	528.00	1003059
NEBRASKA CHILD SUPPORT PAYMENT	563.08	283487	TIMMONS GROUP	9889.58	283640
NEBRASKA CHILD SUPPORT PAYMENT	563.08	283667	TRACTOR SUPPLY CREDIT PLAN	300.63	1003060
NET TRANSCRIPTS	342.28	283604	TRANE COMPANY	149.12	1003061
NEUHALFEN, RODNEY BRIAN	50.00	283445	TRINITY MEDICAL GROUP	3997.05	1003062
NEW TECH ROOFING LLC	3375.00	283446	TYLER TECHNOLOGIES, INC	8400.00	283470
NORTH COUNTRY MERCANTILE	90.00	1003030	TYLER TECHNOLOGIES, INC	9320.00	283641
NORTH PRAIRIE RURAL WATER	134.75	1003031	TYLER TECHNOLOGIES, INC	3050.00	1003063
NORTH WINDS TRUCK ACCESSORIES	439.90	283605	U.S. POST OFFICE	5000.00	283642
NORTHERN TESTING	305.00	283447	U.S. POST OFFICE	158.55	1003064
NORTHERN TESTING	957.00	283606	ULTEIG	42746.09	283674
NORTHWEST TIRE AND RETREAD	3369.87	283449	UNITED MAILING SERVICE	5226.28	283471
NORTHWEST TIRE AND RETREAD	3693.79	283608	UNITED MAILING SERVICE	5446.49	283644
NOVA FIRE PROTECTION CO.	219.00	283450	UNUM LIFE INSURANCE COMPANY OF AMER	12342.38	283472
NOVA FIRE PROTECTION CO.	160.00	283609	UPS STORE #1423	163.91	1003065
NOYES, JOSHUA	435.00	283610	VACUUM & SEWING CENTER	419.94	1003066
O'DAY EQUIP. INC.	187.50	283451	VALS CYCLERY	130.00	1003067
O'DAY EQUIP. INC.	140.00	283611	VARITECH INDUSTRIES INC.	54775.25	283645
OFFICE DEPOT	216.37	1003032	VERIZON WIRELESS	20.02	283646
OHIO BUREAU OF MOTOR VEHICLES	5.00	283612	VERIZON WIRELESS	1235.43	1003068
OK AUTOMOTIVE	156.43	1003033	VESSCO, INC	875.00	283473
OLSON'S TOWING	1430.00	283613	VISIT MINOT	17670.90	283675
OMNI DISTRIBUTION, INC.	530.00	1003034	WAGNER CONSTRUCTION	441762.13	283647
PEI (PERSONNEL EVALUATION INC)	75.00	1003035	WAL MART	187.71	1003069
PETCO	111.98	1003036	WALLACE, SHAUN	1695.00	283474
POST CONSTRUCTION COMPANY	281473.92	283614	WANTZ, MACEY	69.00	283475
PRAIRIE SUPPLY	255.48	283615	WARD COUNTY RECORDER	20.00	283648
PRAIRIE SUPPLY	236.00	1003037	WARD COUNTY RECORDER	20.00	283649
PREFERRED CONTROLS CORP	1172.00	283452	WARD COUNTY RECORDER	20.00	283650
PREFERRED CONTROLS CORP	409.63	283616	WATER ACCOUNT REFUNDS	1.95	283394
PRINGLE & HERIGSTAD, P.C.	182.00	283617	WATER ACCOUNT REFUNDS	16.58	283403
PRIORITY DISPATCH	2015.00	1003038	WATER ACCOUNT REFUNDS	12.48	283461
PROCOLLECT	1197.82	283618	WATER ACCOUNT REFUNDS	19.96	283465
PROTECH INTEGRATIONS LLC	44.97	283453	WATER ACCOUNT REFUNDS	28.85	283484
PROVIDENT LIFE & ACC INS CO	525.92	283454	WATER ACCOUNT REFUNDS	9.48	283485
PUBLIC AGENCY TRAINING COUNCIL	150.00	1003039	WATER ACCOUNT REFUNDS	37.97	283488
RAE SYSTEMS INC.	1627.00	1003040	WATER ACCOUNT REFUNDS	3.42	283490
RAILROAD MANAGEMENT COMPANY III,LLC	633.38	283619	WATER ACCOUNT REFUNDS	7.02	283491
RALPH'S PLUMBING	1895.46	283455	WATER ACCOUNT REFUNDS	58.55	283574
RAMADA BISMARCK HOTEL	187.02	1003041	WATER ACCOUNT REFUNDS	2.83	283579
RAPID FIRE PROTECTION INC	877.50	283620	WATER ACCOUNT REFUNDS	7.10	283623
RDO EQUIPMENT	12.02	283621	WATER ACCOUNT REFUNDS	6.48	283627
RDO EQUIPMENT	1195.71	1003042	WATER ACCOUNT REFUNDS	13.20	283643
REDSTONE TECHNOLOGIES, INC	5070.00	283622	WATER ACCOUNT REFUNDS	15.43	283652
REPUBLIC PARKING SYSTEM	21483.16	283624	WATER ACCOUNT REFUNDS	23.06	283664
RHI SUPPLY	4020.55	1003044	WATER ACCOUNT REFUNDS	16.34	283672
ROBINS KAPLAN LLP	2.50	283626	WATER ACCOUNT REFUNDS	10.80	283676
ROBISON, CARI	50.00	283456	WEST OAKS ANIMAL HOSPITAL	165.98	1003070
ROLAC CONTRACTING	96714.00	283457	WESTERN DAKOTA ENERGY ASSOCIATION	4000.00	283476
ROTELIUK, RONDEL	46.00	283668	WESTERN STEEL AND PLUMBING	230.43	1003071
SANITATION PRODUCTS	24.85	283628	WESTLIE FORD	83.73	283477
SCHATZ CROSSROADS TRUCKSTOP	20.00	283458	WESTLIE FORD	118.39	1003072
SCHEELS	136.11	1003045	WESTLIE TRUCK CENTER	2027.31	283479
SHELL, RORY & JANELLE	715.00	283459	WESTLIE TRUCK CENTER	1494.34	283651
SCHOCKS SAFE AND LOCK SERVICE	155.47	1003046	WESTLIE TRUCK CENTER	77.25	1003073
SCHULTZ PROPERTY MAINTENANCE LLC	795.00	283630	WILBUR-ELLIS CO LLC	758.45	1003074
SCHULTZ, PHIL	200.00	283460	WINNELSON	249.72	1003075
SCREENCLOUD	40.00	1003047	WORLD BOOK INC.	229.00	1003076
SECURITY FENCE, INC.	650.00	283631	WSI CLAIM	115.78	283653
SECURITY PLUS	55.00	283632	WSI CLAIM	389.58	1003077
SHERWIN WILLIAMS	22.94	283633	XEROX CORPORATION	532.70	283480
SHRM	219.00	1003048	3D SPECIALTIES INC.	17866.40	283481
SIMMONSON'S	45.07	1003049			
SOURIS RIVER JOINT WATER RESOURCE	.00	283635			
			TOTAL: \$ 7,747,745.28		

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

## September 8, 2020 Regular City Council Meeting

### **ORDINANCE NO. 5521 – REZONING OUTLOT 6, SECTION 8-155N-82W – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5521 on second reading to rezone Outlot 6, Section 8-155N-82W from AG (Agricultural District) to RA (Agricultural Residential District). Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5521 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. 5522 - REZONING OUTLOT 7, SECTION 8-155N-82W – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5522 on second reading to rezone Outlot 7, S8-155N-82W from RA (Agricultural Residential District) and AG (Agricultural District) to RA (Agricultural Residential District) only. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5522 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. 5523 – AMEND THE 2020 ANNUAL BUDGET- FY 2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT – SECOND READING – APPROVED**

Alderwoman Olson moved the Council place ordinance no. 5523 on second reading to amend the 2020 annual budget to increase the Police Department operational supplies and capital revenues and expenditures for the FY2020 Edward Byrne JAG Grant. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5523 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. 5524 – AMEND THE 2020 ANNUAL BUDGET- 31<sup>ST</sup> AVE SE RECONSTRUCTION PROJECT – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5524 on second reading amending the 2020 annual budget to increase street department street improvement and highway reserves capital expenditures for additional engineering and construction required for 31st Ave SE Reconstruction. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5524 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.

### **ADMINISTRATIVE APPROVALS – APPROVED**

Alderwoman Olson moved the City Council ratify the following administratively approved requests:

1. Majettes Hockey to conduct raffles throughout the season at MAYSA Arena (2501 Burdick Expy W)
2. Elevation for a special event permit August 15, 2020 at The Depot (15 N Main Street)
3. The Tap Room for a special event permit August 1-14, 2020 at Oak Park (1301 4<sup>th</sup> Ave NW)
4. The Spot for a special event permit August 7-9, 2020 outside 6 2<sup>nd</sup> Street NE
5. 19<sup>th</sup> Hole for a special event permit August 27, 2020 at Roosevelt Park Zoo (1219 Burdick Expy E)
6. 19<sup>th</sup> Hole for a special event permit September 22, 2020 at Roosevelt Park Zoo (1219 Burdick Expy E)
7. YWCA Minot to conduct raffles August 21-22, 2020 at The Spot (6 2<sup>nd</sup> Street NE)
8. Souris Valley United Way to conduct a raffle September 17, 2020 at Minot Country Club (1219 Valley Bluffs Drive)
9. Bishop Ryan Catholic School Parent Activities Association to conduct raffles September 10, 2020- June 30, 2021 at Bishop Ryan Catholic School (320 3<sup>rd</sup> Ave SW)
10. American Cancer Society Relay For Life amended raffle permit M-3827 revising the drawing date to September 25, 2020 at Oak Park.
11. Blue Rider for a special event permit August 29, 2020 through September 1, 2020 outside 118 1<sup>st</sup> Ave SE
12. Atypical Brewery & Barrelworks for a special event permit August 1, 2020 outside 510 Central Ave East

## September 8, 2020 Regular City Council Meeting

13. The Spot for a special event permit August 29, 2020 outside 6 2<sup>nd</sup> Street NE
14. The Spot for a special event permit August 20-23, 2020 outside 6 2<sup>nd</sup> Street NE
15. The Ranger Lounge for a special event permit August 22, 2020 outside 1218 South Broadway
16. Kiwanis Club of Minot to conduct a raffle October 30, 2020 at Minot Auditorium (420 3<sup>rd</sup> Ave SW)
17. Cardinals Athletic Boosters to conduct raffles and a sports pool throughout the season at Nedrose High School (5705 15<sup>th</sup> Ave SE)
18. North Dakota State Council Knights of Columbus to conduct a raffle April 17, 2020 at Clarion Hotel and Convention Center (2200 E Burdick Expy)
19. The Spot for a special event permit August 21, 2020 at The Regency Event Center at 1<sup>st</sup> and 1<sup>st</sup>
20. The Spot for a special event permit September 5, 2020 at The Regency Event Center at 1<sup>st</sup> and 1<sup>st</sup>
21. Souris Valley Ducks Unlimited to conduct a raffle September 17, 2020 at Sleep Inn & Suites (2400 10<sup>th</sup> Street SW)
22. Elevation for a special event permit August 29, 2020 outside 7 1<sup>st</sup> Street SE
23. Off the Vine for a special event permit August 23, 2020 at Oak Park (1300 4<sup>th</sup> Avenue NW)
24. The Tap Room for a special event permit August 21, 2020 at Minot Auditorium (420 3<sup>rd</sup> Ave SW)
25. Off the Vine for a special event permit August 29, 2020 outside 15 South Main Street
26. The Spot for a special event permit September 4, 2020 outside 6 2<sup>nd</sup> Street NE
27. The Spot for a special event permit September 12, 2020 outside 6 2<sup>nd</sup> Street NE
28. The Spot for a special event permit September 17, 2020 outside 6 2<sup>nd</sup> Street NE

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

### **FINAL PAYMENT TO HIGHT CONSTRUCTION LLC FOR DEMOLITION CONTRACT – APPROVED**

Alderman Olson moved the approve retainage payment of \$28,693.40 to Hight Construction LLC to close out the demolition contract under CDBG-NDR Program.

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

### **FINAL PAYMENT – SUNDRE RESERVOIR AND PUMP STATION (PROJECT NUMBER 4195.1) – APPROVED**

Alderman Olson moved the City Council approve final payment to PKG Contracting, Inc in the amount of \$64,875.86 for the Sundre Reservoir and Pump Station project.

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

### **2019 STORM SEWER REHAB – FINAL PAYMENT (CITY PROJECT NO. 4390) – APPROVED**

Alderman Olson moved the City Council approve final payment for the 2019 Storm Sewer Rehab Project to Basaraba Excavating in the amount of \$9,467.05.

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

### **FINAL PAYMENT & BUDGET AMENDMENT - 2019 SIDEWALK, CURB & GUTTER (4382) – APPROVED**

Alderman Olson moved the City Council approve the final payment of \$49,819.27 to be paid to Keller Paving & Landscaping, Inc. for the 2019 Sidewalk, Curb & Gutter project.

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. 5527 - AMEND THE 2020 ANNUAL BUDGET- 2019 SIDEWALK, CURB, & GUTTER (4382) – FIRST READING – APPROVED**

## September 8, 2020 Regular City Council Meeting

Alderwoman Olson moved the City Council place ordinance no. 5527 on first reading to increase Street department sidewalk, curb & gutter expenditures on the 2019 sidewalk, curb & gutter project to be paid with cash reserves in the amount of \$564.74. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5527 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.

### **2020 SPECIAL ASSESSMENT APPROVAL; SIDEWALK REPAIR (4382) – APPROVED**

Alderwoman Olson moved the City Council approve the assessment roll for Sidewalk Repair project 4382.

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

### **2020 NUISANCE ABATEMENTS – APPROVED**

Alderwoman Olson moved City Council approve the 2020 nuisance abatement list.

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 LICENSE- CASA JALISCO AUTHENTIC MEXICAN FOOD, LLC DBA CASA JALISCO – APPROVED**

Alderwoman Olson moved the City Council approve the Retail Beer License for Casa Jalisco operating at 3700 E Burdick Expressway.

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

### **REQUEST TO LIQUIDATE SURPLUS EQUIPMENT – APPROVED**

Alderwoman Olson moved the City Council approve disposal of the listed excess vehicles/equipment using the GovDeals online auction service or City auction.

1985 Ford Pickup	1989 Oshkosh 4 Wheel Drive Dump W/Plow
2000 Ford Expedition	1994 Jetter Truck
2001 Dodge 2500 Pickup	2007 Loadmaster Garbage Packer
1999 Dodge 1500 Pickup	2001 Leach Garbage Packer
1994 Ford F150 Pickup	2001 Sterling Truck Chassis (Cracked Frame)
2001 Dodge 1500 Pickup	8V71 Detroit Diesel Engine
2000 Ford E250 Panel Van	
1975 IHC 5 Ton Truck W/Sander	

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

### **CITY ASSET TRANSFER TO PARK DISTRICT – REFUSE PACKER – APPROVED**

Alderwoman Olson moved the City Council authorize transfer of a 2001 Leach 25-yard surplus refuse packer in the sanitation department to the Park District.

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

### **BURDICK EXPRESSWAY MAJOR REHABILITATION CPM AGREEMENT (4394) – APPROVED**

Alderwoman Olson moved the City Council approve the CPM agreement with the NDDOT for the Burdick Expressway mill and overlay project and authorize the Mayor to sign the agreement.



## September 8, 2020 Regular City Council Meeting

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

### **BURDICK EXPRESSWAY ADA UPGRADES NDDOT CPM AGREEMENT (4394) – APPROVED**

Alderman Olson moved the City Council approve the CPM agreement with the NDDOT for the Burdick Expressway ADA compliant pedestrian ramps 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.

### **ENCROACHMENT PERMIT - 17 2ND AVE SE – APPROVED**

Alderman Olson moved the City Council approve the Right of Way Encroachment Permit Application submitted by Rau Rental, LLC for the projecting sign and awnings at their building at 17 2nd Ave SE.

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

### **ENCROACHMENT PERMIT - 3013 10TH ST NW – APPROVED**

Alderman Olson moved the City Council approve the Right of Way Encroachment Agreement Application submitted by Todd and Heidi VanDusen of BK Investments, LLP for the installation of private storm sewer to tie into a City catch basin in the 3000 block of 10th St NW.

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

### **MINOT CENTRAL DISPATCH GRANT APPROVAL- CALL TAKER SOFTWARE – APPROVED**

Alderman Olson moved the City Council approve the application of a grant submitted to St. Joseph's Community Health Foundation and if chosen to receiving funding, authorize Minot Central Dispatch to forward to purchase the ProQA system and authorize the Chief of Police or his designee to sign agreement.

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. 5525 – AMEND THE CMCO - MOVIE THEATER ALCOHOLIC BEVERAGE LICENSE – FIRST READING – APPROVED**

Alderman Olson moved the City Council place ordinance no. 5525 on first reading amending section 5-1 of the City of Minot Code of Ordinances by adding a definition for "movie theater" and enacting a new subsection, subsection (18) to section 5-16 of chapter 5, article II (licenses), to be titled "movie theater." Motion seconded by Alderman Evans and carried unanimously.

Alderman Olson said that during the first reading of the ordinance, she mentioned her preference for the movie theater to consider no alcohol during G-rated movies or that a specific family time be designated. She also encouraged the public to share their feelings on the issue with the movie theater.

Alderman Podrygula said he discussed restrictions with the City Attorney, including limiting alcohol to certain areas of the theater. After their discussion he realized that a specific area for consumption is too similar to a bar and has brought up complications in the past.

City Attorney Hendershot elaborated by saying, the City Council could add restrictions. She said this ordinance is similar to a Supper Club license which requires verification of gross annual food sales. The Movie Theater license limits patrons to one drink at a time to restrict sharing. The Police Department can also do compliance checks consistent with state law. Alderman Evans said, this ordinance allows flexibility to adapt to customer's desires. As a Council, they have authority over specific businesses who apply for the license.

## September 8, 2020 Regular City Council Meeting

Alderman Pitner shared that he has no grievances over the change. Currently, restaurants serve alcohol while families are present so this doesn't seem out of line.

Alderman Podrygula said, he is not keen on the spread of alcohol, however, as an economic issue, if this will keep theaters in business, it seems fine. He encouraged the owners to act respectfully and responsibly.

Alderman Olson moved the City Council pass ordinance no. 5525 on first reading. Motion seconded by Alderman Evans and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **MOVIE THEATER LICENSE- AMERICAN MULTI-CINEMA, INC DBA AMC DAKOTA SQUARE 9 – APPROVED**

Alderman Pitner moved the City Council approve the request from American Multi-Cinema, Inc dba AMC Dakota Square 9, for a Movie Theater License operating at 2400 10th Street SW, Suite 604. Motion seconded by Alderman Ross.

Alderman Evans called upon Kevin Jensen, General Manager of AMC Dakota Square 9, to explain his experience serving alcohol in theaters and AMC's operating procedures.

Mr. Jensen described his experience working at theaters in Detroit and said they never ran into any alcohol related issues. AMC has strict requirements for bartenders and managers which will ensure compliance with state law. They also have a company policy of only allowing two drinks per customer per day, signified using wristbands.

Whereupon a vote was taken on the above 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.

### **APPROVE SALVAGE AGREEMENT WITH TED MERTZ FOR OIL TANK – APPROVED**

Alderman Olson moved the City Council approve the salvage agreement with Ted Mertz for an oil tank including oil in the tank on property acquired by the City under the flood buyout program located at 215 14th Street NE, Minot, ND.

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

### **ENGINEERING AMENDMENT FOR SUNDRE WATER LINE AND BOOSTER STATION AND RESERVOIR – P# 4195.1 – APPROVED**

Alderman Pitner moved the City Council approve the Construction Engineering Amendment with Houston Engineering for the Sundre Water Line Booster Station and Reservoir for a not to exceed amount of \$9,006.26 and authorize the Mayor to sign the agreement

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

### **AMENDMENT FOR CONSTRUCTION ENGINEERING P3135.2D SWIF REPAIR OF DEFICIENT CULVERTS – APPROVED**

Alderman Olson moved the City Council approve the construction engineering contract amendment with Houston Engineering for SWIF D for a not to exceed amount of \$98,000.00 and authorize the Mayor to sign the agreement on behalf of the City.

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

### **ORDINANCE NO. 5528 – AMEND THE 2020 ANNUAL BUDGET – CONSTRUCTION ENGINEERING AMENDMENT SWIF REPAIR (3135.2D) – FIRST READING – APPROVED**

## September 8, 2020 Regular City Council Meeting

Alderwoman Olson moved the City Council place ordinance no. 5528 on first reading to increase sales tax flood control expenditures on the SWIF project for the engineering amendment. Motion seconded by Alderman Pitner and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5528 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.

### **ENGINEERING CONTRACT AMENDMENT - STORM SEWER DISTRICT 123 (4393) – APPROVED**

Alderwoman Olson moved the City Council approve the contract amendment with Ackerman-Estvold for Storm Sewer District 123, 10<sup>th</sup> Street SW and authorize the Mayor to sign the amendment.

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

### **PUBLIC HEARING: 2020 RENAISSANCE ZONE MAP AMENDMENT – APPROVED**

The City Council held a public hearing to consider an additional 18 blocks be included in the Renaissance Zone as recommended by the Renaissance Zone Review Board. No one appeared on behalf of the request.

Alderman Pitner moved the City Council close the public hearing and add Blocks 1D through 18D to the Minot Renaissance Zone for new development and rehabilitation purposes. Motion seconded by Alderman Jantzer.

Alderman Pitner said, as the liaison to the Renaissance Zone Review Board, he commended the Board for their research and dedication. He said, the Renaissance Zone provides critical opportunities for development and is a great tool for businesses to use.

Mayor Sipma thanked staff and the Board for identifying new areas for reinvestment.

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.

### **PUBLIC HEARING ON THE PROPOSED 2021 BUDGET**

The City Council held a public hearing on the proposed 2021 budget.

City Council President, Lisa Olson, read her letter to the Council and the public, “As I begin this letter, I have to reflect on events in 2020 that have impacted our community. First and foremost, our city, county, state, country and world are feeling the effects of a global pandemic. Twelve months ago, as we met to discuss a budget, we never could have imagined how a virus would change everything. Healthcare, public safety, commerce and education have all seen dramatic changes this year. Financial outlooks have been cloudy at best, so this body, along with City staff, have made some difficult decisions, to keep expenditures at a manageable level. I believe this approach is similar to what many of our residents are practicing in their own homes and businesses. Traditional events such as the North Dakota State Fair and the Norsk Hostfest were cancelled in 2020, which caused or will cause a loss of revenue for area businesses, but the magic within our city rallied together to create smaller opportunities for people to gather and enjoy food and entertainment. Along with a pandemic, we have seen racial unrest in many parts of our country. Those situations hit close to home with many of our residents, but I am proud to say that Minot’s approach has been peaceful and effective. Collaboration between the City of Minot and our community have produced open dialogue and resolution on various points. We are keenly aware that this communication must continue into 2021.

It becomes easy to focus on the negatives, but we must pivot and realize that there are many positive things occurring in Minot. A collaborative venture between Visit Minot, Minot Area Chamber of Commerce and The Minot Area Development Corporation unveiled a cohesive brand effort called “It’s Magic in Minot”. The colorful new logo can be seen around town. Fundraising efforts continued for projects such as The Magic City Discovery Center and the Minot State University Summer Theater, which will bring new and improved experiences for our citizens to enjoy. I would be remiss if I didn’t mention the integrated support for the 2020 Census. Individuals, groups and organizations have assisted in promoting and providing Census kiosks for our community, because they all agree that “More Means More”.

## September 8, 2020 Regular City Council Meeting

Earlier this year, we provided guidance to City staff to develop a proposed 2021 budget that would continue quality municipal services to our citizens, while holding the line on taxes. As stewards of our community's resources, we are tasked with the responsibility of now reviewing that budget and adopting a budget that follows our earlier guidance. As outlined in Mr. Lakefield's letter to us, the mill levy for 2021 is proposed at 121.29, which mirrors the proposed 2020 mill levy. Capital Improvement projects, include continued flood control projects, NAWS, City Hall, the Northwest Fire Station and the City Hall Retaining Wall. It is important to note that the flood control projects and City Hall both benefit from additional funding sources. Another key consideration is that this body has previously discussed and approved all of these, either in concept or reality. City staff has taken a prudent approach to funding the Northwest Fire Station and the City Hall Retaining Wall by allowing for partial funding in 2021, with the hope that one could be fully funded if revenues improve. While I support this concept, I am aware that many residents in NW Minot have been patiently waiting for a neighborhood fire station that will better serve their potential safety needs. I encourage City staff to bring updates to the City Council in 2021, which may allow for full funding of the NW Fire Station, including the costs of equipment and personnel. While making difficult choices is part of our responsibility, I would not support the reallocation of funds earmarked for the City Hall Retaining Wall because I believe that it, too, is needed and long overdue. I have previously voiced my approval for the acquisition of a downtown property which could house a new City Hall. Combining local funds along with NDR dollars, we can accomplish the goal of providing needed space for City Hall, moving the 911 dispatch center out of flood's way and helping to revitalize our downtown. I anxiously await more details on this endeavor. The 2021 budget allows for improved street maintenance, which has been previously discussed by the City Council. I applaud City staff for finding ways to make this happen!

Our City employees provide needed municipal services that our residents expect and deserve. Although grade classifications will remain the same, due to insufficient pay classification survey data, our employees will receive their anniversary date increases, as per the current plan. I am confident in saying that we are all thankful for the work that they have done and will continue to do. It is my recommendation, that no matter the economic situation in 2021, that a pay classification survey is completed and considered for the 2022 pay plan. Historically, we have seen the negative effects of employee turnover due to a perceived insufficient pay and benefit plan. With a low, 3.57% turnover rate, we want to continue to work with our employees so that they can ultimately provide quality municipal services to our residents. Three additional staff positions have been requested by various departments. Department Directors have provided sound rationale for the requests, so I recommend that we approve the positions of:

- Police Department Intelligence Analyst
- Public Works Project Manager/Field Design
- Fire Department Fire Inspector (Part-time to Full-time)

As we move into the First and Second Reading of the proposed 2021 budget, I encourage discussion and debate among the Council and from the citizens of Minot. Great projects with great results are always obtained through intelligent and compassionate collaboration. It should be our goal to work together, with our citizens, our stakeholders, and our fellow elected officials, to provide an excellent way of life for everyone in the Magic City. Thank you for your service to the City of Minot!"

Cindy Sessions, a Minot resident, asked for the Fire Chief's opinion on delaying the northwest Fire Station. She expressed concerns regarding all of the new construction in that area and how it would affect response times.

Mayor Sipma explained that half of the construction would be funded this year and half next year. If the economic climate improves and sales tax collections increase, there is enough flexibility in the budget to fully fund the Fire Station this year. He also mentioned that Minot is currently rated an ISO 2 which is the second-best rating possible. Before Station 4 was built and staffing principles improved, Minot was an ISO 4 rating.

Mr. Lakefield said, economic uncertainty led to the delay. Hub City funding is dependent on oil revenue so as revenues declined at the beginning of the year they were concerned about starting a project while being unable to fully fund it to completion. It is partially funded and if the circumstances change, they will be able to move the project forward sooner.

There being no further comments, Alderman Pitner moved the City Council close the public hearing and approve the 2021 budget ordinance on first reading. Motion seconded by Alderman Ross.

Alderman Pitner reminded that the community can help move projects forward by shopping locally and contributing sales tax dollars.

Mayor Sipma pointed out that of the \$143 million total budget only about \$25 million is made up by property taxes. There have been years of planning and building reserves for NAWS, Flood Control and the NDR grant that make up a bulk of the

## September 8, 2020 Regular City Council Meeting

budget. He also mentioned that sales tax estimates were conservative but if the numbers improve, projects can be addressed sooner.

Whereupon a vote was taken on the above 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

### **ORDINANCE NO. 5529 - ADOPT THE 2021 ANNUAL BUDGET – FIRST READING – APPROVED**

Alderman Pitner moved the City Council place ordinance no. 5529 on first reading to adopt the 2021 annual budget. Motion seconded by Alderman Ross and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5529 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

### **PERSONAL APPEARANCES**

Donita Magnuson, Simeon Waddington, Steve Hamilton, Josiah Roise, Russell Shower, Eli Waddington, Wendy Walker, Mr. Walker, Nancy Bommelman Bruce, Elijah Roise, Cindy Sessions, Trent Waddington, and Adam Wilbur came forward to express their anger over the Mayor's participation in flying the LGBTQ+ flag in front of City Hall.

Helen Otto, of 4921 County Road 19 S, came forward regarding zoning of her property. She said she is unable to refinance her home because zoning of the property changed from Residential to Light Industrial when it switched hands from the County to the City. She said she had spoken to Principal Planner, Lance Lang but he has retired so she wanted to know the status of the rezoning.

Mayor Sipma explained that many changes took place in 2012 that are now being addressed. He asked Mr. Billingsley to provide an update.

Mr. Billingsley, Community & Economic Development Director, stated, a public hearing is scheduled for the next Planning Commission meeting, which is early October. The issue will then go to Council during the second October meeting and will take two readings for the zoning to be changed.

Mr. Lakefield pointed out that when the issued was identified, it affected multiple properties which will all be addressed at once.

### **RECYCLING DISCUSSION – APPROVED**

Assistant Public Works Director, Jason Sorenson, presented additional information to the Council regarding the potential recycling program. He provided diagrams of the existing facility and future expansion and posed options to consider concerning the entrance of the landfill. He shared concept drawings as well as construction estimates and potential timeline.

The Council discussed potential funding sources, the availability of reserves and the traffic layout if the entrance was relocated.

Alderwoman Evans moved the City Council authorize the Assistant Public Works Director to negotiate a scope and fee schedule with CPS Engineering and return to City Council no later than December 31, 2020 with a contract for the design and plan of a recycling transfer facility and a new landfill entrance along with any budget amendments needed to transfer funds from reserves to appropriate accounts. Motion seconded by Alderman Podrygula.

Mayor Sipma asked about a requirement for an RFQ. Mr. Sorenson stated, CPS Engineering was already chosen through an RFQ process and currently has a Task Order Agreement. The motion allows him to negotiate a scope and fee of the new project which will be brought back to Council for approval.

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

### **ADJOURNMENT**

**September 8, 2020 Regular City Council Meeting**

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 7:57 pm.

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

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