

On June 3, 2024, a Regular City Council Meeting of the Minot City Council was held in the City Council Chambers, City Hall (10 3rd Ave SW). Mayor Ross called the meeting to order at 05:30 PM.

1. ROLL CALL

Members Present: Tom Ross, Lisa Olson, Carrie Evans, Paul Pitner, Scott Burlingame, Stephan Podrygula, Mark Jantzer

Members Absent: None

2. PLEDGE OF ALLEGIANCE

Mayor Ross led the City Council in the Pledge of Allegiance.

3. MAYOR'S REPORT

Mayor Ross attended a Human Traffic Symposium, a NAWS Authority meeting, a Task Force 21 meeting, one on ones, staff meetings at City Hall, a Home for the Holidays meeting, and a Roof Stomp out on the Minot Air Force Base.

4. REPORTS

4.1. CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the City Council.

4.2. CITY ATTORNEY'S REPORT

Stefanie Stalheim submitted a written report to the City Council.

5. CONSENT ITEMS

Alderman Pitner moved the City Council to approve consent items 5.1-5.2 and 5.4-5.12. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

5.1. CITY COUNCIL MINUTES

Approve the minutes of the May 20, 2024 Regular City Council meeting.

5.2. ORDINANCES

Approve the following ordinances on second reading:

1. Ordinance No 5971 - 2024 BA - 2024 Storm Sewer Rehab
2. Ordinance No 5972 - Zoning Map Amendment - 301 Hillcrest Drive

5.4. BILLS, TRANSFERS, & PAYROLL

Approve the payroll for the period of April 21, 2024 through May 18, 2024 in the amount of \$2,729,103.98 and the bills and transfers for May in the amount of \$4,696,369.33.

MINOT PARK DISTRICT	1,413.74	100005680	WARD COUNTY BAR ASSOCIATION	75.00	300778
The Title Team	1,000.00	300632	WESTLIE FORD	335.93	300779
1 CALL SEPTIC SERVICES, INC	8,028.54	300633	WESTLIE TRUCK CENTER	80.64	300780
4 ACRES WELDING & FABRICATION, INC	120.00	300634	FORENSIC STORE	6,321.00	300781
ACKERMAN ESTVOLD	32,869.65	300635	M&T FIRE AND SAFETY, INC.	16,129.68	300782
ACME TOOLS	8.90	300636	SMART PLANET SOFTWARE, LLC	5,499.00	300783
ADP SCREENING & SELECTION SERVICES	263.18	300637	ARAMARK	273.16	300784
AMERICAN WELDING & GAS, INC.	4,606.50	300638	48 NORTH CONCRETE CONSTRUCTION INC	16,120.00	300924
APEX ENGINEERING GROUP	37,806.04	300639	ACKERMAN ESTVOLD	10,693.75	300925
AQUA-PURE, INC.	4,043.67	300640	ACME TOOLS	119.90	300926
AVI SYSTEMS, INC	600.00	300641	ADVANCED BUSINESS METHODS	2,115.34	300927
BALCO UNIFORM COMPANY, INC.	10,280.20	300642	AMANO MCGANN, INC.	949.73	300928
BEST BUY BUSINESS ADVANTAGE ACCOUNT	12,959.84	300643	AMERICAN GARAGE DOOR	21,500.00	300929
BORDER STATES INDUSTRIES, INC.	6,540.95	300644	BAKER & TAYLOR BOOKS	0.75	300932
BRADY MARTZ	3,450.00	300645	BARR ENGINEERING	1,750.50	300933
BUTLER MACHINERY CO.	472.99	300646	BORDER STATES INDUSTRIES, INC.	178.33	300935
CARLA FAY CLIFFORD	782.36	300647	CAPFIRST EQUIPMENT FINANCE	20,367.47	300936
CDM SMITH	92,705.50	300648	CENTER FOR PUBLIC SAFETY MANAGEMENT, LLC	12,526.92	300939
CITY OF MINOT	210.00	300724	CITY OF FARGO	300.00	300975
CPS, LTD	6,950.66	300649	CITY OF FARGO	300.00	300976
CREATIVE CONCRETE	828.00	300650	CITY OF MINOT	10.00	301020
DACOTAH PAPER CO.	487.90	300651	CORE & MAIN	493.94	300937
DAKOTA AGRONOMY PARTNERS, LLC	1,256.25	300652	CPS, LTD	34,677.50	300938
DAKOTALAND AUTOGLASS	160.00	300653	CREATIVE CONCRETE	33,669.00	300940
DOMESTIC VIOLENCE CRISIS CENTER	1,432.92	300654	CURT'S STARTER & ALT. SERVICE	118.55	300941
DR. ANTHONY TATMAN	25.00	300655	DACOTAH PAPER CO.	274.29	300942
ECOLAB PEST ELIMINATION DIVISION	825.38	300656	DAKOTA CONCRETE CONSTRUCTION	21,304.50	300943
EIDE BAILLY LLP	1,258.75	300657	DAKOTA SUPPLY GROUP	13.72	300944

Aaron Sims	135.70	300658	DECOMM VENTURES, LP	2,400.00	300945
Aaron Sims	25.00	300659	DIG IT UP BACKHOE SERVICE	34,350.00	300946
Jacob Sloboden	135.70	300660	DORSEY & WHITNEY	716.19	300947
James Walker	76.70	300661	EAPC	1,304.55	300948
Jameson Hayden	47.20	300662	ECOLAB PEST ELIMINATION DIVISION	401.18	300949
Jason Angelo	942.30	300663	Aaron Peterson	135.70	300950
Katelynn Wiggins	135.70	300664	Alec Takashige	272.20	300951
Kevin Okcefe	244.20	300665	Amanda Somerville	265.50	300952
Kristin Van Grinsven	182.87	300666	Andres Casarez	1,791.90	300953
Krystle Foster	62.65	300667	Andres Casarez Jr	188.80	300954
Maria Romanick	202.13	300668	Andrew Hess	265.50	300955
Melissa Anderson	33.17	300669	Andrew Roach	177.00	300956
Miranda Dutenhafer	252.46	300670	Andrew Roach	295.00	300957
Peter Herd	250.90	300671	Belinda Gladback	265.50	300958
Riley Racine	135.70	300672	Brandon Davis	255.20	300959
Ryan Lopez	76.70	300673	Cole Strandemo	147.50	300960
Sara Plesuk	135.70	300674	Gannon Miller	177.00	300961
ENERBASE	51,072.59	300675	Harold Stewart	509.20	300962
FERGUSON WATERWORKS #2516	1,751.44	300676	Jacob Olson	88.50	300963
FIRST DISTRICT HEALTH UNIT	26,500.00	300677	Jennifer Eckman	256.95	300964
FIRST INTERNATIONAL BANK & TRUST	759.00	300678	Jennifer Eckman	389.08	300965
FLEETMIND SOLUTIONS, INC.	2,120.01	300679	Jordan Wilkes	265.50	300966
G & P COMMERCIAL SALES	987.02	300680	Joshua Noyes	1,791.90	300967
GAFFANEYS	573.89	300681	Kerry Schriock	135.70	300968
GALLAGHER BENEFIT SERVICES, INC.	14,350.00	300682	Kristin Van Grinsven	41.99	300969
GALLS, LLC	931.08	300683	Samantha Newman	2,000.00	300970
GEFROH ELECTRIC	23,594.50	300684	Sara Plesuk	15.00	300971
BCBS	30.00	300685	Taylor Jensen	171.10	300972
Carson Rockwell	60.00	300686	ENERBASE	50,106.75	300973
Cashwise	25.00	300687	FACTORY MOTOR PARTS	704.12	300974
Colton J Olson	1,500.00	300688	FIRST INTERNATIONAL BANK & TRUST	748.00	300978
Jennifer Demshur Baker	25.00	300689	FIRST WESTERN INSURANCE	2.00	300979
Kevina Click	10.00	300690	FORZA FORENSICS, LLC	800.00	300980
Lindsay Elizabeth Kreger	100.00	300691	GALE	95.17	300981
Market Place Liquor	10.00	300692	GALLS, LLC	430.48	300982
Marla Ann Zeitz	10.00	300693	GEFROH ELECTRIC	2,414.00	300983
Minot Park District	100.00	300694	Baymont Inn & Suites	627.42	300984
Patrick Schroder	50.00	300695	Jonah Hatfield	18.99	300985
Rodney Brian Neuhalfen	50.00	300696	Katherine Faul	9.99	300986
Sierra Inn	20.00	300697	Mark Vibeto	28.25	300987
GENERAL TRADING	351.87	300698	Maureen Samantha Ferguson	10.00	300988
GRAPHICS LETTERING & TRIM	640.00	300701	Teresa Hunt	25.00	300989
GRAYMONT WESTERN US INC.	86,143.00	300702	Walmart	6.94	300990
GREGORY A. GURNEY	300.00	300704	Welcome Suites	369.45	300991
GUARDIAN FLEET SAFETY	57,230.35	300703	GENERAL TRADING	130.35	300992
HAWKINS, INC.	31,798.28	300705	GOOSENECK IMPLEMENT COMPANY	17,400.00	300993
HIGH POINT NETWORKS, LLC	2,855.50	300707	GRANITE SPRINGS CO.	474.50	300995
HYDRO KLEAN	247,348.00	300708	GREAT PLAINS TECHNICAL SERVICES	547.18	300996
INTERNATIONAL CITY MANAGEMENT ASSOCIATION RET.	627.72	300709	GUARDIAN FLEET SAFETY	148.48	300997
INTERSTATE BATTERY SYSTEM	940.70	300710	HANSON'S EXCAVATING	7,074.45	300998
JOHN DEERE FINANCIAL	1,576.93	300699	HARLOW'S BUS SALES, INC.	986.46	300999
JORGE L PAGAN	16,000.00	300711	HOUSTON ENGINEERING, INC.	22,247.45	301000
KARL'S TV & APPLIANCE	46.89	300712	INFORMATION TECHNOLOGY DEPARTMENT	3,190.60	301001
LARSON ELECTRIC, INC.	98.00	300713	INTERNATIONAL CITY MANAGEMENT ASSOCIATION RET.	624.56	301002
LOCATORS & SUPPLIES	1,426.85	300714	INTERSTATE BATTERY SYSTEM	1,430.60	301003
M-B COMPANIES, INC	4,698.66	300715	JET LINE SALES & SERVICE, LLC	10,123.99	301005
MAIN ELECTRIC CONSTRUCTION	46,327.57	300717	JOHN BEAN TECHNOLOGIES CORP - OGDEN	457.48	301004
MARCO, INC.	192.50	300718	JOHN DEERE FINANCIAL	1,723.94	300994
MIDWEST TAPE	24.99	300719	KIWANIS CLUB OF MINOT	150.00	301006
MINOT AREA CHAMBER EDC	46,637.50	300716	L-TRON CORPORATION	741.70	301007
MINOT AREA COUNCIL OF THE ARTS, INC	3,333.33	300720	LAWSON PRODUCTS, INC.	1,017.96	301008
MINOT AUTO	139.96	300721	M & S SHEET METAL, INC.	4,337.75	301009
MINOT COMMISSION ON AGING	12,875.00	300722	MARY LOU ALBERT	300.00	301011
MINOT EMPLOYEE DONATIONS	816.41	300723	MATTSON CONSTRUCTION	101,293.17	301012
MOORE ENGINEERING, INC	85,735.60	300725	MEDICARE CHOICE GROUP, LLC	5,000.00	301013
NAPA AUTO PARTS	3,192.77	300726	MELANIE MOORE	70.00	301023
NATIONAL COMMUNITY DEVELOPMENT ASSOCIATION	550.00	300727	MIDSTATES WIRELESS, INC.	342.50	301014
ND DEPT OF WATER RESOURCES	11,663.03	300728	MIDWEST TAPE	182.18	301015
ND FIREFIGHTER'S ASSOCIATION	70.00	300729	MILLER LAW OFFICE, P.C.	2,388.42	301016
ND MUNICIPAL ATTORNEYS ASSOC	105.00	300730	MINOT AREA CHAMBER EDC	4,500.00	301010
ND ONE CALL, INC.	1,476.95	300731	MINOT AUTO	263.49	301017
ND SAFETY COUNCIL, INC.	380.00	300732	MINOT DAILY NEWS	621.00	301018
ND STATE RADIO COMM.	4,458.00	300733	MINOT EMPLOYEE DONATIONS	815.62	301019
NORTH DAKOTA LIVING	2,218.75	300735	MOBILE MINI	825.20	301021
NORTH DAKOTA STATE'S ATTORNEYS' ASSOCIATION	300.00	300734	MTI DISTRIBUTING CO.	301.04	301024
NORTHWEST TIRE AND RETREAD	7,988.07	300736	NAPA AUTO PARTS	2,838.47	301025
NOVA FIRE PROTECTION CO.	1,694.00	300737	NARDINI FIRE EQUIPMENT	368.00	301026
NS CORPORATION	159.40	300738	ND DEPT OF WATER RESOURCES	49,459.32	301027
NYBAKKEN BODY SHOP	2,151.00	300739	ND E-WASTE, LLC	9,531.78	301032
O'REILLY AUTO PARTS	400.00	300740	ND FIREFIGHTER'S ASSOCIATION	50.00	301028
OLSON'S TOWING	2,459.50	300741	ND FRATERNAL ORDER OF POLICE	1,471.50	301029
POWERDMS, INC	3,150.00	300742	NDDEQ	685.86	301030
PRINGLE & HERIGSTAD, P.C.	570.00	300743	NEWMAN TRAFFIC SIGNS	6,063.64	301031
PROCOLLECT	25.36	300744	NORTHWEST TIRE AND RETREAD	3,288.04	301033
PROTECH INTEGRATIONS, LLC	262.50	300745	PARKLAND USA CORPORATION	1,886.93	300977

RAFTELIS FINANCIAL CONSULTANTS, INC	17,686.00	300746	PEC SOLUTIONS LLC	276.00	300931
RDO EQUIPMENT CO	167.01	300747	PERFORMANCE KENNELS, INC	350.00	301034
BERNHARDT, TONY	14.10	300748	PRAIRIE SUPPLY	352.35	301035
CONCRETE MOBILE	50.00	300749	PROCOLLECT	2,044.38	301036
LIVING WELL PROPERTIES LLC	192.57	300750	RDO EQUIPMENT	1,893.29	301037
LONG, MAY	14.86	300751	1ST MINOT MANAGEMENT	73.80	301038
MYERS, ROBERT W.	13.80	300752	City of Minot	1,328.60	301039
NOGOSEK, BRANDON	5.41	300753	HODGE, NANCY J	28.60	301040
TRINITY HEALTH	52.65	300754	RESOURCE CONSULTANTS, LLC	4,717.50	301041
RHI SUPPLY	417.77	300755	ROLAC CONTRACTING	60,070.20	301042
ROLLKALL TECHNOLOGIES LLC	16.00	300756	SANITATION PRODUCTS	72.25	301043
ROTARY CLUB OF MINOT	186.00	300757	SCHOLASTIC, INC.	74.96	301044
SANITATION PRODUCTS	2,800.10	300758	SCHULTZ PROPERTY MAINTENANCE, LLC	850.00	301045
SCHOCKS SAFE AND LOCK SERVICE	427.60	300759	SCUBA ONE INC	2,000.00	301046
SCOTT HELL	300.00	300760	SHERWIN WILLIAMS	571.77	301047
SIGN SOLUTIONS USA	451.03	300760	SHORT ELLIOTT HENDRICKSON, INC	21,875.00	301048
SOURIS BASIN PLANNING COUNCIL	1,666.00	300761	SOURIS RIVER JOINT WATER RESOURCE	160,569.71	301049
SOURIS RIVER JOINT WATER RESOURCE	367,594.82	300762	STRATA CORPORATION	110,555.28	301050
SUNSET LAW ENFORCEMENT, LLC	14,708.00	300763	SUNDRE SAND & GRAVEL, INC.	25,103.94	301051
SWANSTON EQUIPMENT COMPANIES	34,521.18	300764	SWANSTON EQUIPMENT COMPANIES	6,867.66	301052
TERMINAL SUPPLY CO.	87.94	300765	TED BOLTON	752.50	300934
TIMMONS GROUP	8,600.00	300766	THOMSON REUTERS-WEST PAYMENT CENTER	387.00	301053
TIMOTHY P BROOKS	7,245.40	300760	TRINITY HEALTH	5,132.31	301054
TRAFFIC CONTROL CORPORATION	1,250.00	300767	UNIFORM CENTER	9,169.02	301055
TRANE COMPANY	110.10	300768	UNITED MAILING SERVICE	253.07	301056
TRINITY HEALTH	2,642.40	300769	VANGUARD APPRAISALS	3,040.00	301057
TRINITY MEDICAL GROUP	649.00	300770	VESTIS GROUP, INC.	210.76	301058
TYLER TECHNOLOGIES, INC.	7,425.00	300771	VISIT MINOT	21,238.24	301059
U.S. POST OFFICE	5,000.00	300772	WARD COUNTY AUDITOR	17,750.00	301060
UNIFORM CENTER	1,253.00	300773	WAYNE MOE	810.00	301022
UNITED MAILING SERVICE	420.01	300774	WESTLIE FORD	1,293.15	301061
VISIT MINOT	35,795.62	300775	WESTLIE TRUCK CENTER	452.24	301062
WAGNER CONSTRUCTION	8,700.00	300776	ZACHARY JOHNSHOY	222.06	300930
WALLWORK TRUCK CENTER MINOT	11,829.18	300777	WEX HEALTH, INC	281.40	100005679
				2,620,513.17	

5.5. ALCOHOLIC BEVERAGE LICENSE - HAWTHORN SUITES

Approve the Retail Beer and Wine license for the Hawthorn Suites at 800 37th Ave SW for the period of June 3, 2024 through December 31, 2024.

5.6. GAMING SITE AUTHORIZATION RENEWALS

Approve the following gaming site authorizations for the following organizations to conduct games of chance during the license year of July 1, 2024 through June 30, 2025 at the following locations:

Minot Fireworks Association

- The Spot (6 2nd St NE)

Companions for Children

- Mi Mexico (3816 S Broadway)
- Putt District (17 Main St S, Suite A)
- Blue Rider (118 1st Ave SE)
- Buffalo Wings and Rings (910 24th Ave SW)
- Buffalo Wild Wings (3820 S Broadway)

Magic City Lions

- 1685 (1912 Valley Bluffs Dr)
- Rockin Horse Saloon & Sports Bar (2625 Burdick Expy E)
- Ebenezer's (300 E Central Ave)
- Spicy Pie (1100 N Broadway)
- Clarion Hotel (2200 E Burdick Expy)

5.7. ACCEPT GRANT FOR EARLY WARNING SIRENS AND APPROVE BUDGET AMENDMENT

Accept FEMA Hazard Mitigation Grant and authorize the Mayor to sign any necessary documentation; approve the sole source procurement and the purchase of the 2 new sirens to be added to the City's early warning system; approve the budget amendment to move funds from Capital Equipment cash reserves to Property Maintenance Capital Equipment to make the purchase; and authorize staff to negotiate a contract with Jamestown Communication and for the Mayor to sign final contract.

5.8. NAWS BIOTA WATER TREATMENT PLANT - DWR/CITY MOA

Approve the Memorandum of Agreement between the ND Department of Water Resources and the City of Minot establishing roles and responsibilities regarding operations, maintenance and replacement of the NAWS Biota Water Treatment Plant; and authorize the Mayor to sign the MOA.

5.9. TYLER PAYMENTS CREDIT CARD PROCESSING CONTRACT

Approve the contract with Tyler Technologies for over-the-counter payments in Tyler payments; and authorize the Finance Director to sign the agreement with Tyler Technologies.

5.10. AN ORDINANCE TO HOLD THE MEETING FOR ORGANIZATION OF THE CITY COUNCIL IN CONJUNCTION WITH THE FIRST MEETING IN JULY OF EACH EVEN-NUMBERED YEAR

Adopt the proposed ordinance on first reading.

5.11. FY2022 LOCAL EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)

Accept the FY 2022 Local Edward Byrne Memorial Justice Assistance Grant (JAG); authorize the Mayor to sign the Memorandum of Understanding; and pass an ordinance to amend the 2024 annual budget to increase the Police Department operation supplies, department equipment and capital revenues and expenditures for the FY2022 Edward Byrne JAG Grant.

5.12. CENTRAL DAKOTA MPO UPWP CONTRACT APPROVAL

Approve the UPWP Contract with NDDOT; authorize the Mayor to sign the contract; and approve the budget amendment on first reading.

5.3. ADMINISTRATIVE APPROVALS

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

1. Minot Pink Ladies to conduct a raffle on September 28, 2024 at The Spot (6 2nd St NE).
2. MCDC Booster Club to conduct a raffle on June 1, 2024 at MSU - Ann Nicole Nelson Hall (500 University Ave W).
3. Matthew 25 Project to conduct a raffle on June 29, 2024 at Corbett Field (1124 E Burdick Expwy).
4. Independence Inc to conduct a raffle on May 29, 2024 at Corbett Field (1124 E Burdick Expwy).
5. Children's Music Academy to conduct a raffle on June 2, 2024 at Corbett Field (1124 E Burdick Expwy).
6. Alzheimer's Association - Walk to End Alzheimer's to conduct a raffle on June 3, 2024 at Corbett Field (1124 E Burdick Expwy).
7. Northern Infidels Motorcycle Club to conduct a raffle on June 1, 2024 at the Northern Infidels Motorcycle Club Clubhouse (305 4th Ave NW).
8. The Difference A Holistic Approach to conduct a raffle on November 2, 2024 at The Difference a Holistic Approach office (308 2nd Ave SW Ste B1).
9. Minot Commission on Aging to conduct bingo and raffles the 2nd and 4th Thursday of every month July 1, 2024-June 30, 2024 at Minot Commission on Aging (21 1st Ave SE).
10. Project Bee to conduct a raffle on May 26, 2024 at Corbett Field (1124 E Burdick Expwy).
11. Souris Valley United Way to conduct a raffle on May 11, 2024 at North Hill Bowl (1901 N Broadway).
12. Four Special Event Permits for Sports on Tap (220 S Broadway).
13. Two Special Event Permits for The Spot (6 2nd St NE).
14. Two Special Event Permits for The Blue Rider (118 1st Ave SE).

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

6. ACTION ITEMS

6.1. APRIL 15TH AND MAY 6TH EXECUTIVE SESSION RECORDINGS

Alderman Evans moved the City Council release the April 15th and May 6th Executive Session recordings related to the Nok Back Tavern. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Evans, Pitner, Podrygula, Ross; nays: Burlingame, Jantzer, Olson.

7. PERSONAL APPEARANCES

There were no personal appearances.

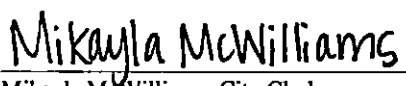
8. MISCELLANEOUS AND DISCUSSION ITEMS

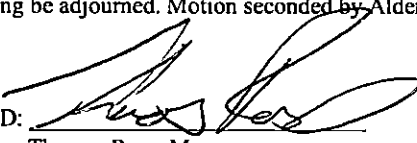
8.1. COMMUNITY CONTRIBUTION PRESENTATIONS

First District Health, Minot Commission on Aging, MACEDC, and Souris Basin Planning Council presented to the City Council their 2025 budget requests.

9. ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Olson and carried unanimously. The meeting adjourned at 6:58 pm.

ATTEST: 
Mikayla McWilliams, City Clerk

APPROVED: 
Thomas Ross, Mayor