



Regular City Council Meeting  
Monday, August 5, 2024, at 5:30 PM  
City Council Chambers, City Hall (10 3rd Ave SW)  
Any person needing special accommodation for the meeting is requested to notify the  
City Clerk's office at 857-4752.

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. MAYOR'S REPORT
4. REPORTS
  - 4.1. CITY MANAGER'S REPORT
  - 4.2. CITY ATTORNEY'S REPORT
5. PUBLIC HEARING
  - 5.1. PUBLIC HEARING: PUBLIC COMMENT CDBG CONSOLIDATED PLAN

**RECOMMENDED ACTION**

**It is recommended City Council approve the Consolidated Plan and authorize staff to submit to HUD for review and approval.**

- 5.2. PUBLIC HEARING: RICHARD PEDERSON MOVE REQUEST

**RECOMMENDED ACTION**

**The relocation of the 16' x 16' 1½ story accessory building from 100 6th St SE, Minot ND, 58701, also known as Eastwood Park Addition Lot 2 Block 1, to 118 5th St SE, Minot, ND 58701, also known as Outlots Sec 24 155 83 SE¼ NW¼ Outlot 18, has been completed without City Council approval prior to receipt of the move permit application.**

**Should City Council choose to approve the move after-the-fact, the building shall be subject to the following conditions in accordance with City of Minot Code of Ordinances:**

- 1. A ten-thousand-dollar completion bond must be posted with the City of Minot prior to issuance of any permits for this work.**
- 2. Application and approval of mechanical, electrical, plumbing,**

- building permits for all new proposed construction.
3. Coordinate all relocation activities with public utilities and traffic authorities.
  4. An approved foundation design in compliance with City of Minot building codes.
  5. If required, plumbing, electrical and HVAC systems must be brought into compliance with current code requirements of the City of Minot.
  6. All work at the new location must be in compliance with City of Minot building codes and zoning ordinances.
  7. The exterior of the structure must be one consistent color arrangement of colors after relocation.

The property must be provided with proper site drainage, and must be landscaped in a manner similar to surrounding properties.

### 5.3. PUBLIC HEARING: CRAIG RUDLAND MOVE REQUEST

#### **RECOMMENDED ACTION**

It is recommended City Council approve the relocation of a detached garage with 346 sq. ft. of living space from 1623 8th Ave SE, Minot ND, 58701 also known as Outlots Block 142 SW ¼ of Sec 19-155-82 S/D Lot 6 Known as Lot A, to 919 36th St SE, Minot, ND 58701, also known as Miller's Third Addition Lot 1, subject to the following conditions:

1. A ten-thousand dollar completion bond must be posted with the City of Minot prior to issuance of any permits for this work.
2. Application and approval of mechanical, electrical, plumbing, building permits for all new proposed construction.
3. Coordinate all relocation activities with public utilities and traffic authorities.
4. An approved foundation design in compliance with City of Minot building codes.
5. If required: plumbing, electrical and HVAC systems must be brought into compliance with current code requirements of the City of Minot.
6. All work at the new location must be in compliance with City of Minot building codes and zoning ordinances.
7. The exterior of the structure must be one consistent color arrangement of colors after relocation.

The property must be provided with proper site drainage, and must be landscaped in a manner similar to surrounding properties.

## 6. CONSENT ITEMS

### 6.1. CITY COUNCIL MINUTES

#### **RECOMMENDED ACTION**

**It is recommended City Council approve the minutes of the July 15, 2024 Regular City Council meeting.**

### 6.2. ORDINANCES

#### **RECOMMENDED ACTION**

**It is recommended City Council approve the following ordinances on second reading:**

- 1. Ordinance No 5981 - 2024 BA - Purchase of Kemper Addition Lot 5**
- 2. Ordinance No 5982 - 2024 BA - AIRPORT TAXIWAY C C3**
- 3. Ordinance No 5983 - 2024 BA - PD K9 Wellness Grant**
- 4. Ordinance No 5984 - 2024 BA - NAWA Biota Plant Employees**

### 6.3. ADMINISTRATIVE APPROVALS

#### **RECOMMENDED ACTION**

**It is recommended City Council ratify the following administratively approved requests:**

- 1. Special Event Permit for Atypical Brewery & Barrelworks (510 E Central Ave).**
- 2. Three Special Event Permits for the Blue Rider (118 1st Ave SE).**
- 3. Three Special Event Permits for Sports on Tap (220 S Broadway).**
- 4. Special Event Permit for The Spot (6 2nd St NE).**
- 5. Stanley Park District to conduct a raffle on August 1, 2024 at Corbett Field (1124 E Burdick Exwy).**
- 6. Wounded Warriors Kids Camp to conduct a raffle on August 2, 2024 at Corbett Field (1124 E Burdick Exwy).**
- 7. Magic City Figure Skating Club to conduct a calendar raffle from August 10-21, 2024 at Maysa Arena (2501 W Burdick Exwy).**
- 8. Hairball Haven to conduct a raffle on July 29, 2024 at Corbett Field (1124 E Burdick Exwy).**
- 9. Minot North Baseball to conduct a sports pool from September 9, 2024 through December 30, 2024 at Minot North Baseball (2100 21st Ave NW).**
- 10. MARCO to conduct a calendar raffle in September 2024 at the MARCO Office (2201 15th St SW Lower Level).**
- 11. Nedrose Cardinals Booster Club to conduct a sports pool and raffles from August 4, 2024 through February 28, 2024 at Corbett Field (1124 E Burdick Exwy) on August 4th and remaining at**

- Nedrose High School (5705 15th Ave SE).**
- 12. Prairie Warrior Association to conduct a raffle on September 6, 2024 at MACEDC (1020 20th Ave SE).**
  - 13. Minot Girls Fastpitch, Inc to conduct a raffle on July 18, 2024 at Corbett Field (1124 E Burdick Exwy).**
  - 14. North Dakota Miss Amazing to conduct a raffle on July 15, 2024 at Corbett Field (1124 E Burdick Exwy).**

#### **6.4. BILLS, TRANSFERS, & PAYROLL**

##### **RECOMMENDED ACTION**

**It is recommended City Council approve the payroll for the period of June 16, 2024 through July 13, 2024 in the amount of \$2,536,630.19 and the bills and transfers for July in the amount of \$10,458,911.21.**

#### **6.5. MAYORAL APPOINTMENTS**

##### **RECOMMENDED ACTION**

**It is recommended City Council confirm the following Mayoral Appointment:**

- Darrik Trudell to replace Justin Hochhalter on the Planning Commission, with a term to expire December 2028.**
- Jill Wald to fulfill a private sector seat on the Renaissance Zone Review Board, with a term to expire December 2027.**

#### **6.6. ALCOHOLIC BEVERAGE LICENSE - BASECAMP INDIAN KITCHEN**

##### **RECOMMENDED ACTION**

**It is recommended City Council approve the Specialty Restaurant Beer and Wine license for the Basecamp Indian Kitchen at 1425 24th Ave SW for the period of August 5, 2024 through December 31, 2024.**

#### **6.7. ALCOHOLIC BEVERAGE LICENSE - INDIA CLAY OVEN BAR/GRILL**

##### **RECOMMENDED ACTION**

**It is recommended City Council approve the Supper Club license for the India Clay Oven Bar/Grill at 1412 2nd Ave SW for the period of August 5, 2024 through December 31, 2024.**

#### **6.8. POTENTIAL SALE OF CITY LAND – 20TH AVE SE OUTLOTS (4876)**

##### **RECOMMENDED ACTION**

**1. It is recommended City Council approve the sale of the City owned land described as:**

- a. **OUTLOTS SEC 25-155-83 OUTLOT 33 SWSE**
- b. **OUTLOTS SEC 36-155-83 OUTLOT 12 NENE;**
2. **Approve the terms of the Purchase Agreement;**
3. **Approve the Request for Bids; and**
4. **Authorize the Mayor to sign the Purchase Agreement and any other documents to complete the bid/auction and transfer of this parcel of land to the highest bidder.**

6.9. **2025 WASHINGTON SAFE ROUTES TO SCHOOL - EASEMENT  
ACQUISITION TASK ORDER**

**RECOMMENDED ACTION**

**It is recommended City Council approve the attached Task Order 1 with Moore Engineering and authorize the Mayor to sign the Task Order.**

6.10. **EXTENSION OF STRUCTURE DEMOLITION/SITE RESTORATION  
CONTRACT - 309 1ST AVE NE**

**RECOMMENDED ACTION**

**It is recommended City Council authorize the Mayor to sign the extension of the contract award with Dig It Up Backhoe Services.**

6.11. **REQUEST TO USE SEIZURE FUNDS FOR CORDICO WELLNESS APP  
FOR POLICE DEPARTMENT**

**RECOMMENDED ACTION**

1. **It is recommended City Council approve the requested expenditure of seizure funds;**
2. **Approve the budget amendment on first reading for the Police Department for the proposed services through Lexipol; and**
3. **Authorize the Mayor to sign the agreement.**

6.12. **MINOT PUBLIC LIBRARY DIGITIZATION PROJECT BUDGET AMENDMENT**

**RECOMMENDED ACTION**

**It is recommended City Council accept the donation from the Patrons of the Library group to enhance the Minot Public Library's offerings for the community and approve the budget amendment on first reading.**

6.13. **AWARD BID FOR NEW FIRE ALARM CONTROL PANEL SYSTEM AND  
INSTALLATION**

**RECOMMENDED ACTION**

1. **It is recommended City Council authorize City staff to accept bids**

which were opened on July 23, 2024;

2. Authorize City staff to award the bid to the lowest bidder, Main and Homes Electric in the amount of \$146,814.00;
3. Approve the budget amendment on the first reading; and
4. Authorize the Mayor to execute the contract.

- 6.14. ROUND 2 STRUCTURE DEMOLITION FINAL PAYMENT (\$17,034.63) TO BERGER ENTERPRISES, LLC

**RECOMMENDED ACTION**

**It is recommended City Council approve the final retainage payout of \$17,034.63 to Berger Enterprises, LLC.**

- 6.15. PURCHASE AGREEMENT ADDENDUM - 1209 6TH AVE SW

**RECOMMENDED ACTION**

**It is recommended City Council authorize the Mayor to sign the Purchase Agreement Addendum, which extends the closing date to September 30, 2024.**

- 6.16. WELLS 5 AND 6 RAW WATER LINE REPLACEMENT - FINAL PAYMENT (4758)

**RECOMMENDED ACTION**

**It is recommended City Council approve the final payment for the Riverside Park Raw Water Line project to Steen Construction in the amount of \$150,797.27.**

- 6.17. CDBG POLICY AND PROCEDURES

**RECOMMENDED ACTION**

**It is recommended City Council approve the CDBG Policy and Procedure manual.**

- 6.18. 4726 - 2023 WATER MAIN REPLACEMENT PROJECT - FINAL PAYMENT

**RECOMMENDED ACTION**

**It is recommended Council approve the final payment for the 2023 Water Main Replacement Project to Post Construction in the amount of \$33,074.31.**

- 6.19. TRENCH BOX - APPROVAL OF PURCHASE

**RECOMMENDED ACTION**

**It is recommended City Council approve the capital purchase of a small trench box system at a cost of \$11,121 plus shipping.**

6.20. WARD COUNTY LAW ENFORCEMENT RANGE - LEAD RECLAMATION PROJECT

**RECOMMENDED ACTION**

**It is recommended City Council approve the lead reclamation project and quote, and authorize the Mayor to sign the quote to initiate the project.**

6.21. SANITATION TRUCK - PERMISSION TO SELL ASSET

**RECOMMENDED ACTION**

**It is recommended City Council approve the sale of a sanitation truck using an online auction site.**

6.22. TRAFFIC SIGNAL DISTRICT 2022-1 FINAL PAYMENT

**RECOMMENDED ACTION**

**It is recommended City Council approve the final payment to Main Electric Inc in the amount of \$5,870.04.**

6.23. INSPIRITUS COMMUNITY HEALTH FOUNDATION GRANT APPROVAL

**RECOMMENDED ACTION**

**It is recommended City Council approve the Fire Department to apply for the grant and authorize the Mayor to sign the endorsement letter.**

6.24. APPOINTMENT OF SPECIAL ASSISTANT CITY ATTORNEY SEYMOUR JORDAN MINOT MUNICIPAL COURT CASE NO. MI-2024-CR-00703

**RECOMMENDED ACTION**

**It is recommended City Council appoint conflict counsel within the month to ensure we have counsel available to prosecute this matter and respond to any motions that are filed.**

6.25. DEMOLITION BID AWARD - 511 7TH ST NE

**RECOMMENDED ACTION**

**It is recommended City Council award the bid for the demolition of 511 7th St. NE – Dangerous Building Abatement to the low bidder, Dig It Up Backhoe Service, Inc., in the amount of \$20,000.00; and authorize the Mayor to sign the Agreement.**

7. ACTION ITEMS

7.1. RESOLUTION OFFERING TO PURCHASE LAND AND AUTHORIZE USE OF EMINENT DOMAIN AUTHORITY - LIBERTY SIERRA VISTA, LLC

**RECOMMENDED ACTION**

**It is recommended City Council pass the attached resolution offering to purchase land and authorizing use of eminent domain authority.**

**7.2. RESOLUTION OFFERING TO PURCHASE LAND AND AUTHORIZE USE OF EMINENT DOMAIN AUTHORITY - PARKVIEW MHP, LLC**

**RECOMMENDED ACTION**

**It is recommended City Council pass the attached resolution offering to purchase land and authorize use of eminent domain authority.**

**7.3. BUDGET AMENDMENT AND LEASE BUYOUT AUTHORIZATION FOR 6-MOTOR GRADERS**

**RECOMMENDED ACTION**

**It is recommended City Council approve the Budget Amendment to move funds from General Fund cash reserves to Street Department Capital Equipment to buyout the 6 motor grader leases.**

**7.4. CITY COUNCIL DIRECTON ON DOWNTOWN QUIET ZONE**

**RECOMMENDED ACTION**

**Staff requests direction from council on this project. Potential alternatives are listed for consideration.**

**7.5. WILDLIFE HAZARD REMOVAL AND DRAINAGE IMPROVEMENT PHASE 3 - CONSTRUCTION ADMINISTRATION CONTRACT AND GRANT (BIL 3-38-0037-074-2025)**

**RECOMMENDED ACTION**

- 1. It is recommended City Council approve the Wildlife Hazard Removal and Drainage Improvement - Phase 3 - Construction Administration to be conducted by Short Elliott Hendrickson, Inc. (SEH) in the amount of \$444,400.00;**
- 2. Authorize Mayor to sign the agreements and other related documentation; and**
- 3. Authorize the Mayor, City Attorney, and the Airport Director to apply for, accept and sign grant awards and other related documents as appropriate.**

**7.6. REGIONAL CARBON DIOXIDE STORAGE FACILITY - BUDGET AMENDMENT**

**RECOMMENDED ACTION**

**It is recommended City Council approve a budget amendment in the**

**amount of \$60,000 to cover Minot's share of the design costs for the regional carbon dioxide storage facility in Bismarck.**

**7.7. LOGISTICS PARK OF NORTH DAKOTA (CRISI) GRANT CONTRACT AMENDMENT (4546)**

**RECOMMENDED ACTION**

- 1. It is recommended City Council approve contract amendment 2 with Ackerman-Estvold;**
- 2. Authorize the Mayor to sign the amendment; and**
- 3. Approve the budget amendment on 1st reading.**

**7.8. SECOND READING: ORDINANCE UPDATE - CHAPTER 6 - PAWN AND SECONDHAND**

**RECOMMENDED ACTION**

**It is recommended City Council approve the ordinance repealing and reenacting Chapter 18, Article III, Division 6 (Pawnbrokers, Secondhand Dealers, Scrap Dealers, and Dealers in Precious Metals and Precious Gems) on second reading.**

**8. PERSONAL APPEARANCES**

**9. MISCELLANEOUS AND DISCUSSION ITEMS**

**9.1. DOWNTOWN ORNAMENTAL LIGHTING ORDINANCE**

**9.2. MINOT AREA COUNCIL OF THE ARTS PRESENTATION**

**9.3. ADDITIONAL BUDGET Q & A**

**10. ADJOURNMENT**