



Regular City Council Meeting

Tuesday, September 3, 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. CONSENT ITEMS
 - 5.1. CITY COUNCIL MINUTES

RECOMMENDED ACTION

It is recommended City Council approve the minutes of the August 19, 2024, Regular City Council meeting and the August 26, 2024, Special City Council meeting.

- 5.2. ORDINANCES

RECOMMENDED ACTION

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

- 1. Ordinance No 5992 - 2024 BA - Westfield & University Watermain Replacement Projects (4816&4817)**
- 2. Ordinance No 5993 - Traffic Restrictions for Transit Center Relocation**
- 3. Ordinance No 5994 - 2024 BA - NW Minot Water Replacement**
- 4. Ordinance No 5995 - 2024 BA - Burdick Expy Viaduct Rehab 4563**
- 5. Ordinance No 5857 - Forest Acres 2nd Addition Zoning Map Amendment**
- 6. Ordinance No 5858 - Zoning Map Amendment - Napa Valley 20th**

Addition

5.3. ADMINISTRATIVE APPROVALS

RECOMMENDED ACTION

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

- 1. Special Event Permit for Dakota Sun Wines (955 73rd Ave NE Carrington, ND).**
- 2. Five 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 Bones BBQ (437 N Broadway).**
- 5. Three Special Event Permits for Pointe of View Winery (8413 19th Ave NW Burlington, ND).**
- 6. Three Special Event Permits for Arny's 2.0 (12 3rd St SE).**
- 7. Special Event Permit for Saul's (105 1st St SE Basement).**
- 8. Two Special Event Permits for Off the Vine (15 Main St S.).**
- 9. Northern Infidels MC Club to conduct a raffle on August 31, 2024 at NIMC Clubhouse (305 4th Ave NW).**
- 10. Sons of Norway Thor Lodge 4-067 to conduct a raffle December 16, 2024 at Sons of Norway Lodge (1020 S Broadway).**
- 11. Power of 1 to conduct a raffle on August 30, 2024 at MSU Dome (500 University Ave W).**
- 12. Minot Social Club for Exceptional Persons, 2nd Story to conduct a raffle on September 20, 2024 at The Spot (6 2nd St NE).**
- 13. Friends of the Minot Public Library to conduct a raffle on November 16, 2024 at Minot Public Library (516 2nd Ave SW).**
- 14. Minot High Volleyball Boosters to conduct a sports pool from September 9, 2024 through November 15, 2024 at Minot High School (1100 11th Ave SW).**
- 15. Kiwanis Club of Minot to conduct a raffle on October 13, 2024 at the Moose Lodge (400 9th St SW).**
- 16. Minot North Volleyball to conduct raffles and a sports pool from September 9, 2024 through February 9, 2025 at Minot North High School (2100 21st Ave NW).**
- 17. Minot High Cheer Booster Club to conduct raffles and a calendar raffle from September 27, 2024 through March 16, 2025 at Minot High School (1100 11th Ave SW).**

5.4. BILLS, TRANSFERS, & PAYROLL

RECOMMENDED ACTION

It is recommended City Council approve the payroll for the period of July

14, 2024 through August 24, 2024 in the amount of \$3,856,756.64 and the bills and transfers for August in the amount of \$11,338,035.51.

5.5. MAYORAL APPOINTMENTS

RECOMMENDED ACTION

It is recommended City Council confirm the following Mayoral Appointment:

- **Tyler Neether to fulfill a financial sector seat on the Renaissance Zone Review Board, with a term to expire December 2027.**
- **KayLee Bourquin to the Library Board, with a term to expire June 2026.**

5.6. GAMING SITE AUTHORIZATIONS

RECOMMENDED ACTION

It is recommended City Council approve the gaming site authorizations for the following organizations to conduct games of chance:

- **Prairie Grit Adaptive Sports for a Calcutta on October 24, 2024 at the Minot Municipal Auditorium (420 3rd Ave SW).**
- **RMEF Nodak, Inc for a raffle on October 17, 2024 at Sports on Tap Room 221 (220 S Broadway).**
- **ND Chapter of Delta Waterfowl, Inc for a raffle on January 17, 2025 at the Clarion Convention Center Colosseum Room (220 E Burdick Exwy).**

5.7. SPECIAL ASSESSMENT APPROVAL; 2024 NUISANCE ABATEMENT (4831)

RECOMMENDED ACTION

It is recommended City Council approve the assessment roll for 2024 Nuisance abatement.

5.8. 2024 SIDEWALK, CURB & GUTTER - SPECIAL ASSESSMENT (4806)

RECOMMENDED ACTION

It is recommended City Council:

1. **Order the construction, rebuilding, or repairing of sidewalks to be performed by the City's contracted Contractor, and**
2. **Assess the construction cost and administration fees for this sidewalk work against the benefiting properties, as shown in Table 1.**

5.9. BID SELECTION FOR SALT STORAGE BUILDING

RECOMMENDED ACTION

It is recommended City Council approve the selection and award of Greystone Construction for the Salt Storage Building due to their submission of the best bid (based on bid specifications and lowest cost).

5.10. ARFF VALOR AWARD - BUDGET AMENDMENT

RECOMMENDED ACTION

It is recommended City Council approve the budget amendment and allow the Fire Chief to create values posters to be placed at Station 3.

5.11. SCISSOR LIFT - PERMISSION TO SELL THE ASSET

RECOMMENDED ACTION

It is recommended City Council approve the sale of the scissor lift.

5.12. APPROVAL OF 2025 PASS-THROUGH JAG GRANT APPLICATION AND SUB-AWARD TO DOMESTIC VIOLENCE CRISIS CENTER

RECOMMENDED ACTION

It is recommended City Council approve the Edward Byrne Justice Assistance Grant (JAG) application and sub-award to the Domestic Violence Crisis Center and authorize the Mayor to sign the applicable documents.

5.13. AGREEMENT BETWEEN CITY OF MINOT AND TERRACON CONSULTANTS, INC

RECOMMENDED ACTION

It is recommended City Council approve and authorize the Mayor to sign the contract with Terracon Consultants, Inc to perform an environmental review on land for construction of the Engle Ridge Complex.

6. ACTION ITEMS

6.1. PUBLIC HEARING: MI-4 (MAPLE DIVERSION) ALIGNMENT CONSIDERATION

RECOMMENDED ACTION

It is recommended City Council adopt the alignment presented by the Souris River Joint Board (SRJB) and approve the acquisition of 11 additional properties.

6.2. CDM SMITH CONTRACT AMENDMENT 9 - FLOOD CONTROL PROPERTY ACQUISITIONS

RECOMMENDED ACTION

It is recommended City Council approve the 9th Amendment of CDM Smith's contract to allow assistance with acquisitions required for MI-4 and MI-8 phases of flood control.

6.3. VISIT MINOT SERVICES AGREEMENT

RECOMMENDED ACTION

It is recommended City Council approve the Services Agreement with MCVB and authorize the Mayor, Finance Director and Clerk to sign the agreement.

6.4. EXTENDED STAY LEISURE FEE - VISIT MINOT

RECOMMENDED ACTION

It is recommended City Council consider implementation of the Extended Stay Leisure Fee, and if supportive, direct staff to prepare an ordinance implementing the fee.

6.5. BIDDING OF SNOW REMOVAL OPERATIONS FOR AIRPORT PARKING LOTS

RECOMMENDED ACTION

- 1. It is recommended City Council authorize City staff to advertise bids for snow removal services for the parking lots for the 2024-2025 snow season with options to extend; and**
- 2. Authorize City staff to award the bid to the lowest bidder, responsible bidder; and**
- 3. Authorize the Mayor to execute contract.**

7. PERSONAL APPEARANCES

8. MISCELLANEOUS AND DISCUSSION ITEMS

8.1. COUNCIL DIRECTION ON PARKING ORDINANCE (SEC 20-22, OVERNIGHT, 24-HOUR AND 48-HOUR PARKING RESTRICTIONS)

It is recommended City Council determine whether to update the ordinance to limit parking of a motor home, travel trailer, camping trailer, fifth-wheel trailer, enclosed trailer, utility trailer, recreational trailer, or any other type of trailer on any street for a period not to exceed twenty-four (24) hours, unless said vehicle is moved a distance of more than one (1) block or three hundred (300) feet, whichever is less.

9. ADJOURNMENT