

On August 19, 2024, a Regular City Council Meeting of the Minot City Council was held in the City Council Chambers, City Hall (10 3rd Ave SW). called the meeting to order at 05:30 PM.

ROLL CALL

Members Present: Tom Ross, Mike Blessum, Lisa Olson, Mark Jantzer, Rob Fuller, Scott Samuelson, Paul Pitner

Members Absent: None

PLEDGE OF ALLEGIANCE

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

MAYOR'S REPORT

Mayor Ross attended air quality monitor discussions, one-on-one with the City Manager, ribbon cutting at First Western Bank, a fundraiser for local firefighters' family, a Task Force 21 meeting, a meeting with Kraus Anderson, a sister city discussion, Visit Minot Meeting, a Business After Hours event, spoke at the Sertoma meeting, a meeting with Representative Kelly Armstrong. The Mayor will be speaking at Minot North High School to welcome the staff back on Tuesday and will also be welcoming other surrounding city's Chamber of Commerce members on Tuesday.

REPORTS

CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the City Council. David Lakefield, Finance Director, presented about the City of Minot's reserve fund levels.

PLANNING COMMISSION

AUGUST 2024 PLANNING COMMISSION MEETING MINUTES

PUBLIC HEARING: PRELIMINARY PLAT - COPACETIC ADDITION

The motion to close the public hearing and approve the Major Subdivision Preliminary Plat for Copacetic Addition with the condition that the right- of-way along the section line and required utilities easements be dedicated on the final plat was initiated by City Council Member Fuller, seconded by City Council Member Jantzer and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

PUBLIC HEARING - PUBLIC ZONE PLAN REVIEW - PUBLIC WORKS SALT AND SAND BUILDING

The motion to close the public hearing and approve the Public Land Development Master Plan was initiated by City Council Member Blessum, seconded by City Council Member Pitner and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

PUBLIC HEARING: PRELIMINARY PLAT & ZONING MAP AMENDMENT

The motion to close the public hearing and pass the Zoning Map Amendment ordinance on first reading and direct staff to begin a future Land Use Development Amendment on the north half of Highway 2 corridor changing it from Gateway Commercial to Light Industrial was initiated by City Council Member Pitner, seconded by City Council Member Blessum and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

Alderman Pitner would also like to direct staff to look into gateway overlays in the corridors.

PUBLIC HEARING

PUBLIC HEARING - ENGLE COURT AFFORDABLE HOUSING COMPLEX

The motion to close the public hearing and proceed with the submission of the CDBG application to the State of ND was initiated by City Council Member Jantzer, seconded by City Council Member Samuelson and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

PUBLIC HEARING: DEMOLITION OF DANGEROUS BUILDING, LOCATED AT 112 8TH AVE NW

The motion to close the public hearing was initiated by City Council Member Pitner, seconded by City Council Member Blessum and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

The motion to find that the damaged residence located at 112 8th Ave NW, Minot, ND 58703 is a dangerous building as defined by City Ordinance Sec. 9-2 (11) and 9-11(1) - (8); and direct City staff to collect three bids to demolish the building(s) and select the best and most cost-effective bid was initiated by City Council Member Blessum, seconded by City Council Member Pitner and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

PUBLIC HEARING: DEMOLITION OF DANGEROUS BUILDING, LOCATED AT 101 & 103 8TH AVE SE

The motion to close the public hearing and find that the damaged residence located at 101 & 103 8th Ave SE, Minot, ND 58701 is a dangerous building as defined by City Ordinance Sec. 9-2 (11) and 9-11(1) - (8); and direct City staff to collect three bids to demolish the building(s) and select the best and most cost-effective bid. was initiated by City Council Member Pitner, seconded by City Council Member Blessum and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

CONSENT ITEMS

The motion to approve consent items 7.1-7.6, 7.8-7.10, 7.12-7.13, and 7.15-7.17 with the recommended actions was initiated by City Council Member Blessum, seconded by City Council Member Pitner and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

CITY COUNCIL MINUTES- Approve the minutes of the July 30, 2024, Budget Q & A meeting and the August 5, 2024, Regular City Council meeting.

ORDINANCES - Approve the following ordinances on second reading:

1. Ordinance No 5986 - 2024 BA - PD Cordico App
2. Ordinance No 5987 - 2024 BA - Donation for Library Digitization
3. Ordinance No 5988 - 2024 BA - Airport Fire Panel Replacement
4. Ordinance No 5989 - 2024 BA - (6) Street Graders Lease Buyout
5. Ordinance No 5990 - 2024 BA - Regional Carbon Dioxide Facility
6. Ordinance No 5991 - 2024 BA - CRISI Grant Amendment #2

ADMINISTRATIVE APPROVALS – Ratify the following administratively approved requests:

1. Special Event Permit for The Ranger Lounge (1218 S Broadway).
2. Special Event Permit for the Blue Rider (118 1st Ave SE).
3. Two Special Event Permits for Sports on Tap (220 S Broadway).
4. Special Event Permit for The Landing Bar and Bottleshop (2015 N Broadway).
5. Community Rocks, Inc. to conduct a raffle on August 24, 2024 at MSU Summer Theater (1357-1573 7th St NW).
6. Minot High School Trap Team to conduct raffle November 1-30, 2024 at Minot North High School (2000 21st Ave NW).
7. Minot State University to conduct raffles from August 23, 2024 through February 26, 2025 at MSU (500 University Ave W).
8. Minot Indoor Rodeo, Inc to conduct a raffle on October 26, 2024 at Minot Auditorium (420 3rd Ave SW).
9. Operation Warm Heart to conduct a raffle on August 3, 2024 at Corbett Field (1124 E Burdick Exwy).
10. Souris Valley Animal Shelter to conduct a raffle on August 6, 2024 at Corbett Field (1124 E Burdick Exwy).

MAYORAL APPOINTMENTS – Confirm the following Mayoral Appointments:

- Becky Bertsch to replace Mitch Kraft on the Special Assessment Committee, with a term to expire August 2030.
- Scott Collins to replace Dean Lenertz on the Special Assessment Committee, with a term to expire August 2030.
- Braxton Heupel to replace Jason Zimmerman on the Special Assessment Committee, with a term to expire August 2030.
- Alderman Pitner to replace former Alderwoman Carrie Evans as an alternate on the MPO Policy Board.

ALCOHOLIC BEVERAGE LICENSE - BASECAMP INDIAN KITCHEN – Approve a Supper Club license for the Basecamp Indian Kitchen at 1425 24th Ave SW for the period of August 19, 2024 through December 31, 2024.

CITY ASSESSOR'S PROPERTY RECORD WEBSITE CONTRACT RENEWAL - VANGUARD APPRAISALS, INC. - Approve the website service contract between Vanguard Appraisals, Inc. and the City of Minot and authorize the Mayor to sign the contract.

ICMA AGREEMENT TO PARTICIPATE IN VETERANS LOCAL GOVERNMENT MANAGEMENT FELLOWSHIP - Approve the agreement to participate in the Veterans Local Government Fellowship; and authorize the Mayor sign the agreement on behalf of the City of Minot.

CONSENT TO THE CHANGE OF OWNERSHIP FROM OAKWELLS COMMUTER RAIL, LLC TO TAILWIND HOSPITALITY, INC. - Consent to the change of ownership from Oakwells Commuter Rail, LLC to Tailwind Hospitality, Inc. contingent on the closing occurring within 10 business-days of the anticipated transaction date, August 29, 2024; direct staff to draft an amendment to the Concession Agreement to reflect the new owner's name and contact information following proof of sales documents is provided; and approve the Mayor to sign all applicable documents.

SPECIAL ASSESSMENT APPROVAL; SIDEWALK REPAIR (4713) - Approve the assessment roll for Sidewalk Repair project 4713.

WASTEWATER MASTER SERVICE AGREEMENTS - Approve the Master Service Agreements with Ackerman Engineering and Apex Engineering.

BURDICK EXPRESSWAY VIADUCT IMPROVEMENTS - FINAL PAYMENT (4563) - Approve the final payment to the NDDOT in the amount of \$8,010.42; approve the budget amendment in the amount of \$3,224 on first reading; and authorize the Mayor and Finance Director to sign the final certification of local match.

AMENDMENT: MYLA PROPERTY LLC. IRREVOCABLE LETTER OF CREDIT - Approve the amendment to Myla Property, LLC. Irrevocable Letter of Credit and authorize the Mayor to sign the document extending the term of the Letter of Credit.

CONSENT TO ASSIGN AIRPORT LEASE FROM PERRY WEISBERG TO KP STUNT PRODUCTIONS - Approve the consent to assign lease to Kent Pietsch from Perry Weisberg and authorize the Mayor to sign consent to assign lease.

SPECIAL ASSISTANT CITY ATTORNEY APPOINTMENT - JOHN WARCUP - Appoint John Warcup as a special city attorney to represent the City and respond to the attached foreclosure complaint; and appoint John Warcup as a special city attorney to assist with any similar federal grant compliance matters.

APPROVAL OF ACCOUNTS RECEIVABLE WRITE-OFFS

The motion to approve the July 2024 general accounts receivable write-offs was initiated by City Council Member Blessum, seconded by City Council Member Jantzer and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

MREFPP MI-7E - CONCURRENCE OF BID AWARD

The motion to concur with the award recommendation by the SRJB to Wagner Construction, Inc. in the amount of \$35,177,052.12 was initiated by City Council Member Jantzer, seconded by City Council Member Pitner and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

USE OF A CITY EMPLOYEE'S ONLINE AUCTION SERVICES FOR SURPLUS VEHICLES ONLINE AUCTION

The motion to approve the utilization of the City of Minot employee for the online auction to dispose of the surplus equipment in accordance with Sec 2-4 of the Minot Municipal code; and authorize the Mayor to sign the Auction Services auction agreement was initiated by City Council Member Jantzer, seconded by City Council Member Fuller and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

ACTION ITEMS

DRIVEWAY APPEAL AND REQUEST FOR SPECIAL PERMIT - 1109 HIAWATHA ST SE

The motion to approve the special permit for 1109 Hiawatha St SE and allow a driveway width to a maximum of 51 feet at the curb line to be constructed in conformance with Chapter 28 of the Code of Ordinances was initiated by City Council Member Fuller, seconded by City Council Member Samuelson and carried by the following roll call vote: ayes: Mike Blessum, Mark Jantzer, Lisa Olson, Paul Pitner, Scott Samuelson; nays: Rob Fuller, Tom Ross.

STORM SEWER DISTRICT 124 CONTRACT AMENDMENT AND PROJECT UPDATE

The motion to approve the contract amendment with Ackerman Estvold and authorize the Mayor to sign the amendment; and approve the attached reimbursement resolution was initiated by City Council Member Pitner, seconded by City Council Member Fuller and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross; nays: Scott Samuelson.

NW AREA WATERMAIN REPLACEMENT - CONTRACT AMENDMENT (4656)

The motion to approve the contract amendment in the amount of \$76,890.35 for Houston Engineering for additional services performed during the NW Area Watermain Replacement Project; and approve a budget amendment to allocate funds from cash reserves on first reading was initiated by City Council Member Jantzer, seconded by City Council Member Samuelson and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

TRANSIT CENTER - 1ST ST SW PARKING REVISION (4741)

City Council Member Blessum motioned to pass the following parking related ordinances for the Transit Center relocation:

- A. Remove the parking restriction on the west side of 1st Street SW between Burdick Expwy W and 3rd Avenue SW.
- B. Restrict parking on the west side of 1st Street SW for 170-feet south of the center of 3rd Avenue SW.

The motion was seconded by City Council Member Pitner and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

STAFF DIRECTION ON ORNAMENTAL LIGHTING ORDINANCE

City Council member motioned to approve Alternative #2: Delete Section 3.1-10.D.3 of the Land Development Ordinance (LDO) and replace it with the following:

"Ornamental lighting that interferes with local aviation operations is not permitted and must be removed. The Minot International Airport Director will provide direction to citizens and staff regarding whether or not ornamental lighting will interfere with local aviation operations."

The motion was seconded by City Council Member Blessum and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

2024 WATERMAIN REPLACEMENT - BUDGET AMENDMENT (4816/4817)

The motion to approve a budget amendment on first reading to appropriate funds for the two projects that were awarded in May was initiated by City Council Member Fuller, seconded by City Council Member Jantzer and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

PERSONAL APPEARANCES - There were no personal appearances.

MISCELLANEOUS AND DISCUSSION ITEMS

BROWN & BROWN PRESENTATION

Katie Veidel presented to the City Council from Brown & Brown about the City of Minot self-funded benefit renewals for 2025.

COUNCIL PRESIDENT'S LETTER OF RECOMMENDATION ON 2025 BUDGET

Council President Mark Jantzer presented his 2025 Budget President's Letter to the City Council.

LIAISON REPORTS

Alderman Fuller attended the Library Board meeting and the Ward County Planning Council meeting. Alderman Jantzer has the Pension Board meeting and MPO Policy Board meeting this upcoming week. Alderman Samuelson attended the Ward County Planning Council meeting and has the Pension Board meeting this upcoming week. Alderman Blessum and Alderman Pitner had no meetings to report on at the time. Alderwoman Olson mentioned the ribbon cutting for the CTE Downtown.

ADJOURNMENT

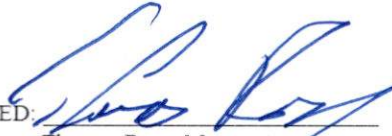
The motion to adjourn the meeting at 9:10 pm was initiated by City Council Member Pitner, seconded by City Council Member Blessum and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Mark Jantzer, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

ATTEST:



Mikayla McWilliams, City Clerk

APPROVED:


Thomas Ross, Mayor