



Regular City Council Meeting

Monday, October 21, 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
5. PLANNING COMMISSION
 - 5.1. CONSIDER THE REPORT OF THE PLANNING COMMISSION
 - 5.2. 2024-08-01 LARSON ADDITION - PRELIMINARY PLAT

RECOMMENDED ACTION

It is recommended City Council approve a major subdivision preliminary plat in alignment with the Planning Commission recommendations as provided in Attachment A.

- 5.3. PUBLIC HEARING: 2024-08-03 TEXT AMENDMENTS TO THE LAND DEVELOPMENT ORDINANCE

RECOMMENDED ACTION

- 1. It is recommended City Council approve the Text Amendments 1,2, 4, 5, and 6 except item 3 on first reading in alignment with the Planning Commission recommendations as provided in Attachment A; and**
- 2. Provide staff with direction on item 3 (ornamental lighting).**

- 5.4. 2024-08-04 FUTURE LAND USE MAP AMENDMENTS

RECOMMENDED ACTION

It is recommended City Council approve the Future Land Use Map Amendments in alignment with the Planning Commission recommendations as provided by Attachment A, B, and C.

5.5. 2024-08-05 CITY OF MINOT - MOOSE LODGE ADDITION - PRELIMINARY PLAT

RECOMMENDED ACTION

It is recommended City Council approve a major subdivision preliminary plat in alignment with the Planning Commission recommendations as provided in Attachment A.

6. CONSENT ITEMS

6.1. CITY COUNCIL MINUTES

RECOMMENDED ACTION

It is recommended City Council approve the minutes of the October 2, 2024 Special City Council meeting and the October 7, 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 5996 - Zoning Map Amendment - Great Plains Addition**
- 2. Ordinance No 6004 - 2024 BA - Donation for Library Sweater Weather Program**
- 3. Ordinance No 6005 - 2024 BA - ATF Joint Law Enforcement Operations Program (PD0013)**
- 4. Ordinance No 6006 - 2024 BA - 2025 Traffic Safety Grants**
- 5. Ordinance No 6007 - 2024 BA - Street Improvement Permanent Easement**
- 6. Ordinance No 6008 - 2024 BA - Structure Demolition 2024-02**
- 7. Ordinance No 6009 - 5th Ave SE at 9th St SE**
- 8. Ordinance No 6010 - 2024 BA - Facade Improvement (FI-14)**
- 9. Ordinance No 6011 - 2024 BA - Facade Improvement (FI-13)**
- 10. Ordinance No 6012 - 2024 BA - CBP office update**

6.3. ADMINISTRATIVE APPROVALS

RECOMMENDED ACTION

It is recommended City Council ratify the following administratively

approved requests:

- 1. Special Event Permit for The "O"riginal Bar and Nightclub (720 N Broadway).**
- 2. Two Special Event Permits for the Blue Rider (118 1st Ave SE).**
- 3. Special Event Permit for Sports on Tap (220 S Broadway).**
- 4. Special Event Permit for The Landing Bar and Bottle Shop (2015 N Broadway).**
- 5. Magic City Discovery Center to conduct a raffle on November 15, 2024 at the Magic City Discovery Center (1545 1st St NW).**
- 6. Deb's Circle of Friends to conduct a raffle on October 12, 2024 at Christ Lutheran Church (502 17th St NW).**
- 7. Disabled American Veterans to conduct a raffle on June 14, 2025 at Ryan GMC Cadillac (1111 20th Ave SW).**
- 8. MSU Beaver Hockey Families to conduct a raffle at all home games from October 4, 2024 through February 15, 2025 at the Maysa Arena (2501 W Burdick Exwy).**
- 9. Minot North Football Boosters to conduct a raffle on October 27, 2024 at the Mendez Residence (1116 17th Ave NW).**
- 10. Northern Plains Children's Advocacy Center to conduct a raffle on February 15, 2025 at Clarion Hotel Convention Center (2200 E Burdick Exwy).**

6.4. MAYORAL APPOINTMENTS

RECOMMENDED ACTION

It is recommended City Council confirm the following Mayoral Appointments for the Economic Development Plan Review Committee:

- Mike Blessum, Chairperson (City Council)**
- Paul Pitner (City Council)**
- Melinda Howe (Downtown)**
- Justin Hammer (Imm/Park District)**
- Tyler Neether (Town & Country Credit Union)**
- Mark Lyman (MACEDC)**
- Jordan Nelson (Magic Fund Screening Committee)**

6.5. BID SELECTION FOR DE-ICING SALT

RECOMMENDED ACTION

It is recommended City Council approve the selection and award of the Mad Dog Brokerage, Inc. salt bid and authorize the Mayor to sign all

required documentation.

6.6. BID SELECTION FOR SAND (SNOW SEASON)

RECOMMENDED ACTION

It is recommended City Council approve the selection and award of the Sundre Sand & Gravel, Inc. sand bid and authorize the Mayor to sign all required documentation.

6.7. CITYWORKS AND GIS SUPPORT CONTRACT (4705)

RECOMMENDED ACTION

It is recommended City Council approve the contract amendment with Timmons Group and authorize the Mayor to sign the contract amendment.

6.8. LEASE AGREEMENT WITH FEDERAL AVIATION ADMINISTRATION (FAA) FOR GENERAL AVIATION TERMINAL, 2400 NORTH BROADWAY, OFFICE AND GARAGE SPACE (697DCM-24-L-00142 - MOT SYSTEM SUPPORT UNIT (SSU) IN MINOT, NORTH DAKOTA)

RECOMMENDED ACTION

It is recommended City Council approve the lease agreement (697DCM-24-L-00142) with the FAA as negotiated; and authorize the Mayor to sign the agreement and any applicable documentation.

6.9. WILDLIFE HAZARD REMOVAL AND DRAINAGE IMPROVEMENT – ENBRIDGE CROSSING AGREEMENT SIGNATURE (AIP 3-38-0037-069-2024)

RECOMMENDED ACTION

- 1. It is recommended City Council approve the agreement; and**
- 2. Authorize the Mayor to sign the Enbridge Crossing Agreement relating to construction accommodations for Enbridge pipeline utilities aligned through airport property for the Wildlife Hazard Removal and Drainage Improvement project.**

6.10. STORM SEWER DISTRICT 121 PUPPY DOG COULEE - APPROVE PLANS AND SPECIFICATIONS AND CALL FOR BIDS (4087)

RECOMMENDED ACTION

It is recommended City Council approve the plans and specifications and authorize a call for bids.

6.11. APPROVE BUDGET AMENDMENT FOR EXPENDITURES RELATED TO

THE 2024 BOND ISSUANCE

RECOMMENDED ACTION

It is recommended the City Council approve the budget amendment on first reading for the cost of the 2024 bond issuance.

6.12. BUDGET AMENDMENT REQUEST -FIRE PREMIUM TAX

RECOMMENDED ACTION

It is recommended City Council approve the budget amendment for the overage of the fire premium tax returned from the State of North Dakota on first reading.

6.13. APPROVAL OF ACCOUNTS RECEIVABLE WRITE-OFFS

RECOMMENDED ACTION

It is recommended City Council approve the September 2024 general accounts receivable write-offs.

6.14. 2024-09-04 MODINE ADDITION - MINOR PLAT

RECOMMENDED ACTION

It is recommended City Council approve the proposed minor subdivision plat as provided in Attachment A.

6.15. 2024-09-01 CITY OF MINOT 16TH STREET ADDITION - FINAL PLAT

RECOMMENDED ACTION

It is recommended City Council approve the proposed final subdivision plat as provided in Attachment A.

6.16. WAYFINDING PHASE 1 – FINAL PAYMENT (4620)

RECOMMENDED ACTION

It is recommended City Council approve the final payment of \$3,743.38 to be paid to Dakota Fence Company for the completion of Wayfinding Phase I (4620).

6.17. AIRPORT BUDGET LINE ITEM REDISTRIBUTION - ELECTRIC VAULT EQUIPMENT (AIP 3-38-0037-072-2024)

RECOMMENDED ACTION

It is recommended City Council approve the budget amendment on first reading to redistribute the budget to the correct line item.

6.18. MINOT PUBLIC LIBRARY - FURNITURE, DIGITAL KITS, AND PROGRAMMING 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.

6.19. NDDDES 2024-25 HMEP TRAINING GRANT

RECOMMENDED ACTION

1. It is recommended City Council accept the North Dakota Department of Emergency Services (NDDDES) FY 2024-2025 Hazardous Materials Emergency Preparedness (HMEP) Training grant and authorize the Battalion Chief to sign the award; and
2. Approve the budget amendment to the 2024 annual budget to increase the fire education and training revenues and expenditures for a Hazardous Materials Emergency Preparedness Grant and allow the use of general fund cash reserves.

7. ACTION ITEMS

7.1. REVISED PARKING ORDINANCE (SEC 20-24, PARKING OF HEAVY VEHICLES REGULATED)

RECOMMENDED ACTION

It is recommended City Council approve the update of the subject parking ordinance (Sec 20-24), clearly delineating the restriction of parking of a motor home, travel trailer, camping trailer, fifth-wheel trailer, enclosed trailer, utility trailer, recreational trailer, or any other type of trailer, regardless of weight, on any street between 12 am (midnight) and 5 am.

7.2. 6TH STREET SW AND 11TH AVENUE SW TRAFFIC SIGNAL

RECOMMENDED ACTION

It is recommended City Council adopt the Signal Removal with All-Way Stop Conversion alternative and pass the following ordinance revisions:

- 1) Remove Traffic Signal Control
- 2) Add All-Way Stop Control

7.3. MOTION TO RECONSIDER: LAND LEASE RENEWAL - LAVERNE MIKKELSON

RECOMMENDED ACTION

Two Part Motion:

1. Motion to reconsider the land lease renewal for Laverne Mikkelson.
2. If successful, the second part will be the original motion on the table:

Approve the land lease extension with LaVerne and Kandi Mikkelson including the approved amendments and authorize the Mayor to sign the agreement.

7.4. 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.

8. PERSONAL APPEARANCES

9. MISCELLANEOUS AND DISCUSSION ITEMS

9.1. COUNCIL DIRECTION ON ADOPTING THE INTERNATIONAL PROPERTY MAINTENANCE CODE AND DISCUSSION ON RESPONSIBLE PROPERTY OWNERSHIP

RECOMMENDED ACTION

It is recommended City Council provide staff direction to adopt the International Property Maintenance Code in conjunction with the other code book updates in 2025.

10. LIAISON REPORTS

11. ADJOURNMENT