



Regular City Council Meeting

Monday, November 4, 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: CASE # 2024-07-03 - LIVINGSTON'S 7TH ADDITION -
CONDITIONAL USE PERMIT APPEAL

RECOMMENDED ACTION

The City Council can either:

- 1. Approve the applicants request for an amendment to the CUP; or**
- 2. Deny the request.**

- 5.2. PUBLIC HEARING: RENAISSANCE ZONE CASE # M-108: CONDITIONAL
APPROVAL FOR 304 E. CENTRAL AVENUE

RECOMMENDED ACTION

It is recommended City Council approve the request and authorize staff to submit the application to the State of North Dakota for Conditional Approval.

6. CONSENT ITEMS
 - 6.1. CITY COUNCIL MINUTES

RECOMMENDED ACTION

It is recommended City Council approve the minutes of the October 21, 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 6013 - 2024 BA - 2024 Bond Issuance Costs**
- 2. Ordinance No 6014 - 2024 BA - Fire Premium Tax**
- 3. Ordinance No 6015 - 2024 BA - AIRPORT ELECTRICAL VAULT REHAB**
- 4. Ordinance No 6016 - 2024 BA - Donation for Furniture, Programming and Items of Circulation**
- 5. Ordinance No 6017 - 2024 BA - FY24-25 Fire HMEP**
- 6. Ordinance No 6018 - 6th St SW and 11th Ave SW Signal to All-Way Stop**
- 7. Ordinance No 6019 - Amending the Land Development Ordinance**

6.3. ADMINISTRATIVE APPROVALS

RECOMMENDED ACTION

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

- 1. Zion Lutheran Church to conduct bingo on October 26, 2024 at Zion Lutheran Church (1800 Hiawatha St).**
- 2. Ward County 4-H to conduct a calendar raffle in January 2025 at NDSU Extension - Ward County (900 13th St SE).**
- 3. Doug Dennison Cancer Benefit to conduct a raffle on November 9, 2024 at The Spot (6 2nd St NE).**
- 4. Minot FFA Alumni to conduct a calendar raffle in February 2025 at the Gary Lucy Residence (1917 Skyline Dr).**
- 5. NoDak Heat to conduct a raffle on December 17, 2024 at the Magic City Daycare Center (1420 20th Ave SW).**
- 6. Two Special Event Permits for The Starving Rooster (30 1st St NE).**

6.4. BILLS, TRANSFERS, & PAYROLL

RECOMMENDED ACTION

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

September 22, 2024 through October 19, 2024 in the amount of \$2,590,776.31 and the bills and transfers for October in the amount of \$10,260,883.09.

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

RECOMMENDED ACTION

It is recommended City Council approve the extension of the contract and authorize the Mayor to sign.

**6.6. AMENDMENT: MYLA PROPERTY LLC. IRREVOCABLE LETTER OF
CREDIT**

RECOMMENDED ACTION

It is recommended City Council 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 as shown in Attachment A.

**6.7. RESOLUTION AUTHORIZING PARTICIPATION IN NDPERS PUBLIC
SAFETY RETIREMENT PLAN**

RECOMMENDED ACTION

It is recommended City Council approve the resolution authorizing participation in the NDPERS Public Safety Retirement Plan; and further, allow the Mayor to sign the resolution on behalf of the City.

6.8. 2025 WATER & WASTEWATER CHEMICALS - AWARD OF BID (4232)

RECOMMENDED ACTION

It is recommended City Council award the bid to the following suppliers for water and wastewater treatment chemicals as follows:

- Chlorine awarded to Hawkins Water Treatment for \$2,075.00/ton**
- Ammonium sulfate awarded to Hawkins Water Treatment for \$0.44/lb**
- Calcium nitrate solution awarded to Pencco, Inc. for \$4.24/gallon**
- Lime awarded to Graymont for an additional year for \$224.10/ton**
- Carbon Dioxide awarded to AWG for \$239/ton**

**6.9. SWANSON & WARCUP, LTD EMINENT DOMAIN CONTRACT
EXTENSION/AMENDMENT**

RECOMMENDED ACTION

It is recommended City Council approve the two Swanson & Warcup,

LTD contract extensions/amendments and authorize the Mayor to sign.

6.10. CITY OF MINOT BANKING REQUEST FOR PROPOSALS (RFP) AWARD TO BREMER BANK

RECOMMENDED ACTION

- 1. It is recommended City Council designate Bremer Bank as the City's main depository institution and allow for the City's daily accounts to start transitioning over to Bremer in preparation for the January 1, 2025 start date;**
- 2. Approve for the authorized bank signors to proceed with establishing the new accounts, the Mayor, Finance Director, and City Treasurer; and**
- 3. Approve the Finance Director to negotiate a contract with Bremer Bank and for all authorized signors to sign any applicable documents.**

6.11. APPROVE BUDGET AMENDMENT FOR FIRE DEPARTMENT ACCIDENT CLAIM

RECOMMENDED ACTION

It is recommended City Council approve the budget amendment for the Fire Department accident claim on first reading.

6.12. APPROVE BUDGET AMENDMENT FOR FY2023 STATE AND LOCAL CYBERSECURITY GRANT PROGRAM

RECOMMENDED ACTION

It is recommended City Council approve the budget amendment on first reading for the FY2023 State and Local Cybersecurity Grant Program (SLCGP).

6.13. CASE# 2024-10-01 BROOKLYN 3RD ADDITION - MINOR PLAT

RECOMMENDED ACTION

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

6.14. CASE# 2024-10-03 GREAT PLAINS ADDITION - FINAL PLAT

RECOMMENDED ACTION

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

6.15. CASE# 2024-10-04 COPACETIC ADDITION - FINAL PLAT

RECOMMENDED ACTION

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

6.16. CASE# 2024-10-05 WEST HILLS ACRES 5TH ADDITION - MINOR PLAT

RECOMMENDED ACTION

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

6.17. COMMUNITY RESILIENCE ANALYSIS

RECOMMENDED ACTION

It is recommended City Council approve the City's participation in and coordination of CRA support and stakeholder engagement.

6.18. NDDDES 2024 STATE HOMELAND SECURITY GRANT

RECOMMENDED ACTION

It is recommended City Council accept the North Dakota Department of Emergency Services (NDDDES) FY 2024 State Homeland Security Grant; authorize the Mayor to sign the award; and approve the budget amendment on first reading.

6.19. 2024 ND STATE ENERGY PROGRAM GRANT

RECOMMENDED ACTION

It is recommended City Council approve the acceptance of the North Dakota State Energy Program Grant for the replacement of Fire Station 1 lighting in the office and living quarters; ratify the Fire Chief's signature on the grant award; and approve the budget amendment on first reading.

6.20. MDU EASEMENT FOR REGULATOR STATION AT SW WATER TOWER SITE

RECOMMENDED ACTION

It is recommended City Council approve the permanent easement with MDU and authorize the Mayor and staff to sign any required documents.

6.21. 2024 CONCRETE PAVEMENT REHAB - FINAL PAYMENT (4807)

RECOMMENDED ACTION

It is recommended City Council approve the final payment of \$4,480.82 to be paid to Keller Paving & Landscaping, Inc.

7. ACTION ITEMS

7.1. ADDITION OF RESTRICTIVE COVENANTS FOR PROPERTY ACQUISITIONS

RECOMMENDED ACTION

It is recommended City Council approve the restrictive covenants for the listed properties and authorize the Mayor and Finance Director to sign the covenants.

7.2. CITY OF MINOT ANIMAL POUND SERVICES REQUEST FOR PROPOSALS (RFP)

RECOMMENDED ACTION

- 1. It is recommended City Council accept the framework of the RFP response by Souris Valley Animal Shelter (SVAS); and**
- 2. Direct city staff to negotiate operational and financial terms of a 1-year contract with Souris Valley Animal Shelter (SVAS).**

7.3. CONTRACT AMENDMENT - FACADE IMPROVEMENT CASE # FI-11: 23 2ND AVE. SE

RECOMMENDED ACTION

It is recommended City Council approve the application and authorize the Mayor to execute the contract amendment.

7.4. LAGOON AREA LAND LEASE - REQUEST FOR QUOTES

RECOMMENDED ACTION

It is recommended City Council approve the specification package and authorize a call for quotes.

8. PERSONAL APPEARANCES

9. MISCELLANEOUS AND DISCUSSION ITEMS

9.1. SNOW AND ICE CONTROL PLAN PRESENTATION

10. ADJOURNMENT