

On October 21, 2024, a Regular City Council Meeting of the Minot City Council was held in the City Council Chambers, City Hall (10 3rd Ave SW). Mayor Ross called the meeting to order at 5:30 PM.

ROLL CALL

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

Members Absent: None

PLEDGE OF ALLEGIANCE

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

MAYOR'S REPORT

Mayor Ross attended a MACEDC Board meeting, a Task Force 21 meeting, a Military Affairs meeting, the Transit Center Ribbon Cutting, a meeting with AGT Foods, a greeting at the WDEA annual meeting, a meeting with area legislatures, took part in the 100th train celebration at the Port of ND, spoke to classes at Sunnyside, Hoeven, and Bishop Ryan, attended a DRT meeting, the Minot North Ribbon Cutting, a couple one on one meetings, a conference call with Department of Commerce, a Western Dakota Honor Flight organizational meeting, the Open House for Lord's Cupboard and the Welcome Table.

REPORTS

CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the City Council. David Lakefield also presented a financial report on Reserve Fund and Balance Policies.

PLANNING COMMISSION

CONSIDER THE REPORT OF THE PLANNING COMMISSION

2024-08-01 LARSON ADDITION - PRELIMINARY PLAT

The motion to approve a major subdivision preliminary plat in alignment with the Planning Commission recommendations as provided in Attachment A was initiated by City Council Member Fuller, 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: 2024-08-03 TEXT AMENDMENTS TO THE LAND DEVELOPMENT ORDINANCE

The motion to close public hearing and approve the Text Amendments 1,2, 4, 5, and 6 on first reading in alignment with the Planning Commission recommendations as provided in Attachment A 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.

The motion to direct staff to remove item 3 (ornamental lighting) from the Land Development Ordinance and consider adding it to the code of ordinances as an analog to our noise ordinance 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.

2024-08-04 FUTURE LAND USE MAP AMENDMENTS

The motion to approve the Future Land Use Map Amendments in alignment with the Planning Commission recommendations as provided by Attachment A, B, and C 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, Scott Samuelson; nays: None.

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

The motion to approve a major subdivision preliminary plat in alignment with the Planning Commission recommendations as provided in Attachment A recommendation was initiated by City Council Member Samuelson, 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.

CONSENT ITEMS

The motion to approve consent items 6.1-6.3, 6.5-6.9, 6.11-6.12, and 6.14-6.19 with the staff recommended actions 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, Scott Samuelson; nays: None.

CITY COUNCIL MINUTES – Approve the minutes of the October 2, 2024 Special City Council meeting and the October 7, 2024 Regular City Council meeting.

ORDINANCES - 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

ADMINISTRATIVE APPROVALS - 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).

BID SELECTION FOR DE-ICING SALT - Approve the selection and award of the Mad Dog Brokerage, Inc. salt bid and authorize the Mayor to sign all required documentation.

BID SELECTION FOR SAND (SNOW SEASON) - Approve the selection and award of the Sundre Sand & Gravel, Inc. sand bid and authorize the Mayor to sign all required documentation.

CITYWORKS AND GIS SUPPORT CONTRACT (4705) - Approve the contract amendment with Timmons Group and authorize the Mayor to sign the contract amendment.

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) - 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.

WILDLIFE HAZARD REMOVAL AND DRAINAGE IMPROVEMENT – ENBRIDGE CROSSING AGREEMENT SIGNATURE (AIP 3-38-0037-069-2024) - Approve the agreement; and 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.

APPROVE BUDGET AMENDMENT FOR EXPENDITURES RELATED TO THE 2024 BOND ISSUANCE - Approve the budget amendment on first reading for the cost of the 2024 bond issuance.

BUDGET AMENDMENT REQUEST -FIRE PREMIUM TAX - Approve the budget amendment for the overage of the fire premium tax returned from the State of North Dakota on first reading.

2024-09-04 MODINE ADDITION - MINOR PLAT - Approve the proposed minor subdivision plat as provided in Attachment A.

2024-09-01 CITY OF MINOT 16TH STREET ADDITION - FINAL PLAT - Approve the proposed final subdivision plat as provided in Attachment A.

WAYFINDING PHASE 1 – FINAL PAYMENT (4620) - Approve the final payment of \$3,743.38 to be paid to Dakota Fence Company for the completion of Wayfinding Phase I (4620).

AIRPORT BUDGET LINE ITEM REDISTRIBUTION - ELECTRIC VAULT EQUIPMENT (AIP 3-38-0037-072-2024) - Approve the budget amendment on first reading to redistribute the budget to the correct line item.

MINOT PUBLIC LIBRARY - FURNITURE, DIGITAL KITS, AND PROGRAMMING BUDGET AMENDMENT - 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.

NDDDES 2024-25 HMEP TRAINING GRANT - 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 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.

MAYORAL APPOINTMENTS

City Council Member Blessum moved to 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)

The motion was seconded by City Council Member Pitner.

The motion to amend the original motion to remove Mark Lyman and add Beth Feldner as the MACEDC representative was initiated by Mayor Ross, 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 City Council returned to the original motion to confirm the Mayoral Appointments for the Economic Development Plan Review Committee as amended 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.

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

The motion to approve the plans and specifications and authorize a call for bids 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.

APPROVAL OF ACCOUNTS RECEIVABLE WRITE-OFFS

The motion to approve the September 2024 general accounts receivable write-offs 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.

ACTION ITEMS

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

The motion to 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 was initiated by City Council Member Fuller seconded by City Council Member Jantzer and carried by the following roll call vote: ayes: Rob Fuller, Mark Jantzer, Lisa Olson; nays: Mike Blessum, Paul Pitner, Tom Ross, Scott Samuelson. The motion failed.

6TH STREET SW AND 11TH AVENUE SW TRAFFIC SIGNAL

The motion to adopt the Signal Removal with All-Way Stop Conversion alternative and pass the following ordinance revisions: 1) Remove Traffic Signal Control and 2) Add All-Way Stop Control 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.

MOTION TO RECONSIDER: LAND LEASE RENEWAL - LAVERNE MIKKELSON

Alderman Fuller requested this item be added to the agenda. Any motion to reconsider requires any city council member who voted with the majority on the question to bring forth the motion of reconsideration for the vote. There was no council member from the majority vote who motioned for reconsideration, which means the item failed due to lack of motion.

MI-4 (MAPLE DIVERSION) ALIGNMENT CONSIDERATION

The motion to adopt the alignment presented by the Souris River Joint Board (SRJB) and approve the acquisition of 11 additional properties 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.

PERSONAL APPEARANCES

Tom Warsocki spoke about the previous meetings discussion with Alderman Samuelson and MACEDC about their stance on Measure 4.

MISCELLANEOUS AND DISCUSSION ITEMS

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

Tom Joyce, Luke Tillema, and Corbin Dickerson presented to the City Council on the International Property Maintenance Codes and our current residential codes. City Council members directed staff to review the International Property Maintenance Codes and incorporate elements of the code into our current codes if it provides clarity.

Alderman Jantzer left the meeting at 6:48 pm.

LIAISON REPORTS

Alderman Pitner attended the Central Dakota MPO meeting and a Visit Minot meeting. The Alcohol Ordinance Review and Rewrite Committee meeting has been rescheduled to November, and he is attending the upcoming Renaissance Zone Review Board meeting. Alderman Fuller attended the Library Board meeting and the Ward County Planning Commission meetings. Alderman Samuelson attended the Ward County Planning Commission meetings.

Alderman Blessum attended the 911 Committee meeting, but was unable to attend the Minot Commission on Aging meeting. Alderwoman Olson attended the Central Dakota MPO meeting, the City Transit Ribbon Cutting, the Liaison Committee meeting, DCB Advisory Board meeting and a Souris Basin Planning Council Executive Board meeting. There is also an upcoming October MPO Board meeting and a Souris Basin Planning Council annual meeting. Alderwoman Olson is also chairing the upcoming Minot Childcare Committee meeting.

ADJOURNMENT

The motion to adjourn the meeting at 7:03 pm was initiated by City Council Member Pitner, seconded by City Council Member Olson and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Lisa Olson, Paul Pitner, Tom Ross, Scott Samuelson; nays: None.

ATTEST: Mikayla McWilliams
Mikayla McWilliams, City Clerk

APPROVED: 
Thomas Ross, Mayor