



Regular City Council Meeting

Monday, December 2, 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 November 12, 2024 Special City Council meeting, the November 14, 2024 Special City Council meeting, and the November 18, 2024 Regular City Council meeting.

- 5.2. ORDINANCES

RECOMMENDED ACTION

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

1. Ordinance No 6024 - 2024 BA - FY2024 SHSP Bomb Squad
 2. Ordinance No 6025 - 2024 BA - Consultant for Process Improvement & Innovation
 3. Ordinance No 6026 - 2024 BA - Employment Investigation Services
 4. Ordinance No 6027 - Zoning Map Amendment - Engers First Addition

5.3. ADMINISTRATIVE APPROVALS

RECOMMENDED ACTION

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

- 1. Majettes Hockey Minot High School to conduct raffles at home hockey games from November 26, 2024 through February 22, 2025 at the Maysa Arena (2501 Burdick Exwy W).**
- 2. MCDC Booster Club to conduct a calendar raffle in February 2025 at Magic City Dance Company (1300 4th Ave NW).**
- 3. MCDC Booster Club to conduct a raffle on January 12, 2025 at MSU Ann Nicole Nelson Hall (500 University Ave W).**
- 4. Minot Social Club for Exceptional Persons, Inc. 2nd Story to conduct a raffle on March 8, 2025 at The Moose Lodge (400 9th St SW).**

5.4. BILLS, TRANSFERS, AND PAYROLL

RECOMMENDED ACTION

It is recommended City Council approve the payroll for the period of October 20, 2024 through November 16, 2024 in the amount of \$2,562,287.83 and the bills and transfers for November in the amount of \$8,307,992.91.

5.5. ALCOHOLIC BEVERAGE LICENSE RENEWALS

RECOMMENDED ACTION

It is recommended City Council approve the alcoholic beverage license renewals for the period of January 1, 2025 through December 31, 2025 for the following businesses:

- 1. Ground Round**
- 2. Hyatt House Minot**
- 3. Lor Spa**
- 4. Lucky Strike Lounge and Casino**
- 5. Mi Mexico**
- 6. ND Asia Restaurant and Lounge**
- 7. Rockin' Horse Saloon**
- 8. Spicy Pie**
- 9. The Pour Farm**
- 10. The Starving Rooster**
- 11. Wal-Mart**

12. X-Golf
13. Minot State University
14. Paradiso
15. Prairie Sky Breads
16. Sports on Tap
17. Trestle Tap House
18. Whiskey Nine

5.6. ACCEPT PROPOSAL FOR INSURANCE SERVICES

RECOMMENDED ACTION

It is recommended City Council accept the proposal from Bravera Insurance to provide insurance services; and authorize the Mayor and Finance Director to sign any applicable documentation.

5.7. DOWNTOWN ALLEY TRAFFIC CONVERSION

RECOMMENDED ACTION

It is recommended City Council approve the ordinance on first reading to remove the one-way northbound designation for the alleyway between N Main Street and 1st Street NE and from E Central Avenue up to the CPKC railway.

5.8. 2025 AERIAL PHOTOGRAPHY AND LIDAR CONTRACT WITH EAGLEVIEW

RECOMMENDED ACTION

It is recommended City Council approve the contract with Eagleview and authorize the Mayor to sign the contract.

5.9. STORM SEWER DISTRICT 121 PUPPY DOG COULEE AWARD OF BID (4087)

RECOMMENDED ACTION

It is recommended City Council award the contract to Wagner Construction in the amount of \$19,686,071.15, authorize the Mayor to sign the contract, and approve the attached budget amendment on 1st reading.

5.10. RAISE GRANT APPLICATION RESUBMISSION FOR MINOT'S ACCESSIBLE GROWTH-DRIVING INTERMODAL CORRIDOR (MAGIC) (4657)

RECOMMENDED ACTION

- 1. It is recommended City Council approve the funding request to resubmit a RAISE grant for the environmental study;**

2. Approve the budget amendment on 1st reading; and
3. Authorize staff to write letters of support for the grant and authorize the Mayor to sign the letters.

5.11. ACCEPT 2025 LOTTERY GRANT AWARD FOR THE WARD COUNTY NARCOTICS TASK FORCE

RECOMMENDED ACTION

It is recommended City Council accept the 2025 JAG Lottery grant; authorize the Mayor and Finance Director to sign any applicable documents; and approve the budget amendment on first reading.

5.12. 2025 WASHINGTON SAFE ROUTES TO SCHOOL CPM AGREEMENT (4720)

RECOMMENDED ACTION

It is recommended City Council approve the attached Cost, Participation & Maintenance agreement with the NDDOT and authorize the Mayor to sign the agreement.

5.13. 4TH ST SW STORM SEWER IMPROVEMENTS TASK ORDER #2 (4866)

RECOMMENDED ACTION

It is recommended City Council approve the task order with Houston Engineering, Inc.; and authorize the Mayor to sign the agreement.

5.14. 2024 STREET PATCHING - FINAL PAYMENT (4805)

RECOMMENDED ACTION

It is recommended City Council approve the final payment of \$70,797.39 to be paid to Keller Paving & Landscaping, Inc.

5.15. SANITATION TRUCKS PURCHASE (4902)

RECOMMENDED ACTION

It is recommended City Council approve the sole source purchase of two new sanitation trucks from Sanitation Products in the amount of \$869,214 less the trade-in amount; and approve the proposed budget amendments on first reading.

5.16. LANDFILL AIR CURTAIN INCINERATOR PURCHASE (4903)

RECOMMENDED ACTION

It is recommended City Council approve the piggyback purchase from Air Burners, Inc. for the Model S330 Air Burner in the amount of

\$234,408.82; and approve the proposed budget amendments on first reading.

5.17. ARCHKEY SECURITY SYSTEM SUPPORT AGREEMENT FOR THE AIRPORT

RECOMMENDED ACTION

It is recommended City Council approve the annual support agreement with ArchKey Technologies for the Airport's security system and authorize the Mayor to sign the agreement.

5.18. APPROVE BUDGET AMENDMENT FOR USED FIRE ENGINES UPFITTING EQUIPMENT

RECOMMENDED ACTION

It is recommended City Council approve the budget amendment on first reading to move the budget from capital equipment to fire operation supplies.

5.19. CENTRAL DAKOTA MPO UNIFIED PLANNING WORK PROGRAM ANNUAL CONTRACT

RECOMMENDED ACTION

It is recommended City Council approve the contract with the NDDOT and authorize the Mayor to sign the contract.

5.20. 2024 SANITARY SEWER REHABILITATION - FINAL PAYMENT

RECOMMENDED ACTION

It is recommended City Council approve the final payment for the 2024 Sanitary Sewer Rehabilitation Project to Strata Corporation in the amount of \$103,229.51 and approve the budget amendment in the amount of \$53,248 on first reading.

6. ACTION ITEMS

6.1. AMENDMENTS TO CHAPTER 28 STREETS SIDEWALKS AND PUBLIC GROUNDS (4541) - ROCK IN BOULEVARD AND DRIVEWAY WIDTHS

RECOMMENDED ACTION

Staff is seeking direction from Council about whether they are open to these proposals and if they would like to see them brought back as formal ordinance amendments for future consideration.

6.2. AMEND THE SUBSTANTIAL COMPLETION DATE FOR BROADWAY CIRCLE

RECOMMENDED ACTION

It is recommended City Council authorize the Mayor to sign the 3rd Amendment amending the substantial completion date to April 7, 2025.

6.3. UTILITY DISTRICT 2025-1 - BOLTON HEIGHTS (4893)

RECOMMENDED ACTION

It is recommended City Council pass the following resolution:

1. Create Utility District 2025-1

6.4. PARK DISTRICT 1/2 CENT SALES TAX - RESOLUTION, ORDINANCE, BALLOT LANGUAGE

RECOMMENDED ACTION

If Council supports scheduling a special election on June 3, 2025, for the electorate to consider whether to impose a one-half (1/2) cent sales tax dedicated to the Minot Park District as proposed, City staff recommends the following motion:

- 1. Pass the attached ordinance on first reading;**
- 2. Approve the attached ballot language; and**
- 3. Approve the attached resolution calling for a special election to be held on June 3, 2025 for the electorate to consider the question posed in the ballot language approved in item 2.**

Note: The resolution scheduling a special election requires a supermajority vote of the Council (5/7 votes) in order to pass. See Minot City Ordinances 2-21 and 11 ½-6.

7. PERSONAL APPEARANCES

8. MISCELLANEOUS AND DISCUSSION ITEMS

8.1. BROADWAY CIRCLE RFP

Provide staff with direction on how to proceed with obtaining a qualified entity to lease and manage the Broadway Circle Property.

9. ADJOURNMENT