

On December 16, 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 05:30 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 the Team Minot Breakfast at MAFB, a flood work construction traffic re-route discussion, a discussion over food trucks and options for MAFB, a Trinity Hospital discussion, 1:1 with City Manager, a State Workforce Council meeting in Bismarck, a MACEDC meeting, a Community Action discussion on homeless situation in Minot, several holiday celebrations, hosted Cub Scout Troop 4421 at City Hall, a Task Force 21 meeting, a community leadership engagement at MAFB, met with newly elected members of State Legislature, and opening ceremonies for ND State Special Olympics Basketball Tournament.

PROCLAMATION

Mayor Ross presented the Minot High Bowling Team with a proclamation for their state championship.

REPORTS

CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the City Council.

PLANNING COMMISSION

CONSIDER THE REPORT OF THE PLANNING COMMISSION

CONSENT ITEMS

The motion to approve items 6.1 through 6.22 with the staff recommended action 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.

CITY COUNCIL MINUTES - Approve the minutes of the December 2, 2024 Regular City Council meeting.

ORDINANCES – Approve the following ordinances on second reading:

1. Ordinance No 6029 - 2024 BA - Puppy Dog Coulee SSD 121
2. Ordinance No 6030 - 2024 BA - RAISE Grant Consulting Fees
3. Ordinance No 6031 - 2025 BA - WCNTF 2025 Grant Award
4. Ordinance No 6032 - 2024 BA - Purchase of (2) Garbage Trucks
5. Ordinance No 6033 - 2025 BA - Purchase of (2) Garbage Trucks
6. Ordinance No 6034 - 2024 BA - Landfill Air Curtain Incinerator Purchase
7. Ordinance No 6035 - 2025 BA - Landfill Air Curtain Incinerator Purchase
8. Ordinance No 6036 - 2024 BA - Loose Equipment Needs for Used Fire Engines
9. Ordinance No 6037 - 2024 BA - 2024 Sanitary Sewer Rehab
10. Ordinance No 6038 - Proposed Ordinance - Downtown Alleyway

ADMINISTRATIVE APPROVALS - Ratify the following administratively approved requests:

1. Minot Blue Line Club to conduct raffles at home games from December 14, 2024 through February 22, 2025 at the Maysa Arena (2501 Burdick Exwy W).
2. Minot Wrestling Boosters to conduct a calendar raffle in March 2025 and 50/50 raffles from 12/5/2024 through 1/16/2025 at Magic City Campus (1300 4th Ave NW).

3. Nedrose Cardinals Booster Club to conduct a sports pool on February 9, 2025 at Nedrose High School (5705 15th Ave SE).
4. Three Special Event Permits for Saul's (105 1st St SE Basement).
5. Special Event Permit for Sports on Tap (220 S Broadway).
6. Special Event Permit for Blue Rider (118 1st Ave SE).
7. Special Event Permit for Bones BBQ (437 N Broadway).

ALCOHOLIC BEVERAGE LICENSE RENEWALS - Approve the alcoholic beverage license renewals for the period of January 1, 2025 through December 31, 2025 for the following businesses:

1. AMC Dakota Square 9
2. Aces Lounge & Casino
3. Atypical Brewery & Barrelworks
4. Blue Rider
5. Bootleggrz
6. Buffalo Wings and Rings
7. Casa Jalisco
8. Clarion Hotel and Convention Center
9. Dakota Inn Trappers Lounge
10. Dakota Lounge
11. Enerbase
12. Ironhorse Kitchen & Bar
13. Lamplighter Lounge & Liquor Store
14. Landing Bar & Bottleshop
15. MP Wine & Spirits
16. MP Wine & Spirits Arrowhead
17. MP Wine & Spirits North Hill
18. MP Wine & Spirits S Broadway
19. Minot Hot Tots
20. Minotauros Hockey
21. Nola's Lounge
22. Oishii Ramen
23. Planet Pizza
24. Ranger Lounge
25. Sammy's Pizza
26. Target
27. The Putt District
28. Tilt Studio
29. Try Thai
30. Up Your Axe
31. 19th Hole
32. Army's 2.0
33. Bones BBQ
34. Brake Time
35. Cashwise
36. Cookies for You
37. Gourmet Chef
38. Hampton Inn & Suites Minot Airport
39. Hotel Revel
40. Longhorn Steakhouse
41. Pizza Ranch
42. Quality Inn & Suites
43. The Olive Garden Italian Restaurant
44. The Spot
45. Urban Winery
46. JL Beers (Supper Club)

MAYORAL APPOINTMENTS – Confirm the following Mayoral Appointments:

Planning Commission:

- Reappoint Kayla Johnson for a term of five-years to the Planning Commission that expires on December 31, 2029
- Appoint Tanner Dockter for a term of five-years to the Planning Commission that expires on December 31, 2029

Renaissance Zone Review Board:

- Reappoint Mark Lyman (MACEDC representative) for a term of three-years to the Renaissance Zone Review Board that expires on December 31, 2027
- Reappoint Pat Bailey (MAB representative) for a term of three-years to the Renaissance Zone Review Board that expires on December 31, 2027

GAMING SITE AUTHORIZATION - NORTH DAKOTA COWBOY HALL OF FAME – Approve the gaming site authorization for the North Dakota Cowboy Hall of Fame to conduct a raffle on November 22, 2025 at the following location:

- Minot Municipal Auditorium (420 3rd Ave SW)

MINOT FIRE DEPARTMENT COMMUNITY OUTREACH PROGRAM – Accept donation funds in the amount of \$18,000 from Community Partners and Gaming Organizations; authorize the City Mayor to sign the contract for Care Resource Connections, the third-party vendor; and approve the 2024 Budget Amendment on first reading to increase General Fund Revenues and the Consultants and Dept. Materials and Supplies line items in the Fire Dept. budget.

CONTRACT WITH TIMMONS - CITYWIDE PERMITTING PORTAL (4423) – Approve the contract with Timmons and authorize the Mayor to sign.

2025 FUEL - AWARD OF BID - Award the bid for fuel to United Quality Cooperative as the supplier and authorize the Mayor to sign applicable documentation.

ADOPT THE UPDATED CAPITAL ASSET POLICY – Adopt the updated capital asset policy.

NW AREA WATERMAIN REPLACEMENT - FINAL PAYMENT (4656) – Approve the final payment for the NW Area Watermain Project to Wagner Construction, Inc., in the amount of \$60,411.43.

2023 S BROADWAY & BURDICK EXPWY W SIGNAL REPLACEMENT - FINAL PAYMENT (4752) – Approve the final payment of \$68,790.24 to be paid to Main Electric Construction, Inc.

2024 SIGNAL IMPROVEMENT - FINAL PAYMENT (4809) – Approve the final payment of \$124,928.11 to be paid to Main Electric Construction, Inc.

2024 SIGNAL CABINET IMPROVEMENT - AWARD OF BID (4885) – Award the bid for the construction portion of the 2024 Signal Cabinet Improvement Project to the low bidder, Main Electric Construction, Inc. in the amount of \$208,740.00; award the budget amendment to transfer \$70,527 from the Traffic Division's Signal Maintenance fund to the Traffic Division's Capital Improvement Equipment fund; and authorize the Mayor to sign the agreement.

CASE # 2024-11-01 - CARVER ADDITON - FINAL PLAT – Approve the proposed final subdivision plat as provided in Attachment A.

3RD STREET AND CENTRAL AVENUE RECONSTRUCTION ENGINEERING CONSULTANT SELECTION (4826) – Select Apex Engineering Group to perform engineering services for the 3rd Street and Central Avenue Reconstruction project; and authorize the City Engineer to negotiate a scope and fee for Task Order 1 and authorize the Mayor to sign the agreement.

NORTH DAKOTA DRUG RECOGNITION EXPERT (DRE) POLICY AND PROCEDURE AGREEMENT FOR TABLET COMPUTERS – Approve the North Dakota DRE Policy and Procedure Document for tablet computers is an agreement and authorize the DRE officers and Mayor to sign the agreement.

2023 SIGNAL CABINET IMPROVEMENT - FINAL PAYMENT (4774) – Approve the final payment of \$36,814.00 to be paid to Main Electric Construction, Inc.

BJA FY24 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) – Accept the FY2024 Local Edward Byrne Memorial Justice Assistance Grant (JAG); authorize the Mayor and Acting Chief of Police to sign the Memorandum of Understanding; and approve the budget amendment on first reading to increase the police grants department operation supplies.

CORRECTION TO RESOLUTION NO. 3845 ESTABLISHING 2025 RATES, FEES, AND CHARGES AT THE MINOT INTERNATIONAL AIRPORT (MOT) – Approve the corrected rates and charges resolution and authorize the Mayor to sign any applicable documents.

AUTHORIZE MAYOR TO SIGN CDBG FINANCIAL AWARD FOR ENGLE COURT APARTMENTS – Authorize the Mayor to sign the CDBG financial award.

ND ENERGY CONSERVATION GRANT APPLICATION FOR LED LIGHTING – Approve the submission of the ND Energy Conservation Grant application for LED Lighting, which will remove and replace outdated, less efficient lighting; and authorize staff and Mayor to sign applicable documentation.

ACTION ITEMS

BUDGET AMENDMENT FOR SNOW BLOWER WITH TRADE-IN

The motion to authorize the trade-in of the 36" snow blower attachment and approve the proposed BA on 1st reading was initiated by City Council Member Pitner, 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.

EXTENDED STAY LEISURE FEE ORDINANCE

The motion to approve the extended stay leisure fee ordinance on first reading 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.

3RD STREET BRIDGE REPAIR ENGINEERING CONSULTANT SELECTION (4873)

The motion to select KLJ to perform engineering services for the 3rd Street Bridge Repair project; authorize the City Engineer to negotiate a scope and fee for Task Order 1; and authorize the Mayor to sign the agreement was initiated by City Council Member Jantzer, seconded by City Council Member Olson 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.

RATIFY ACCEPTANCE OF INSURANCE SETTLEMENT AND RELEASE OF PROPERTY DAMAGE

The motion to ratify the acceptance of the insurance settlement and authorize the Mayor to sign the release of property damage was initiated by City Council Member Pitner, 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

FIRE DEPARTMENT STAFFING PRESENTATION

Chief Kelli Kronschabel presented to the City Council about the Fire Department and future staffing.

VISIT MINOT REPORT

Stephanie Schoenrock presented Visit Minot's 2024 Performance Report to the City Council.

MISCELLANEOUS AND DISCUSSION ITEMS

Aaron Moss spoke to the City Council on behalf of the FOP about the annual Stuff a Squad event and the Shop with a Cop kids event.

Alderman Fuller spoke about a requested meeting by family members of Officer Watne and outreach/aftercare programs for first responders.

The motion to approve moving forward with this mental healthcare initiative for first responders was initiated by City Council Member Fuller, 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.

LIAISON REPORTS

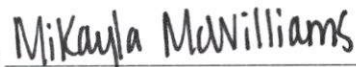
Council Member Fuller attended the Ward County Emergency Planning Meeting. Council Member Pitner attended the Economic Development Plan Review Committee and mentioned an upcoming Renaissance Zone Board meeting. Council Member Jantzer and Council Member Blessum attended a meeting with the newly elected members of the State Legislature.

Council Member Samuelson mentioned an upcoming Ward County Planning Commission meeting and attended a League of Cities legislative meeting. Council Member Blessum attended the Economic Development Plan Review Committee and mentioned the upcoming Ward County 911 meeting and the Minot Commission on Aging meeting. Council Member Olson attended an SBPC Loan Review Committee meeting and mentioned the upcoming Central Dakota MPO meeting and SBPC Executive Board meeting.

ADJOURNMENT

The motion to adjourn meeting at 6:48 pm was initiated by City Council Member Pitner, 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.

ATTEST:



Mikayla McWilliams, City Clerk

APPROVED:



Thomas Ross, Mayor