



Regular City Council Meeting

Monday, April 21, 2025, 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

3.1. PROCLAMATION

4. REPORTS

4.1. CITY MANAGER'S REPORT

5. PUBLIC HEARING

5.1. PUBLIC HEARING: FY2025 CDBG ENTITLEMENT PROCESS

RECOMMENDED ACTION

It is recommended City Council authorize staff to proceed with public meetings and the completion of the FY2025 Action Plan.

6. CONSENT ITEMS

6.1. CITY COUNCIL MINUTES

RECOMMENDED ACTION

It is recommended City Council approve the minutes of the April 1, 2025, Special City Council meeting, the April 7, 2025, Regular City Council meeting, and the April 8, 2025, Board of Equalization meeting.

6.2. ORDINANCES

RECOMMENDED ACTION

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

- 1. Ordinance No 6073 - 2025 BA - Chlorine Analyzer**
- 2. Ordinance No 6074 - 2025 BA - Decision Blue Software**
- 3. Ordinance No 6075 - 2025 BA - Project Management Software**

- 4. Ordinance No 6076 - 2025 BA - FY23 Fire SHSG (2023300003)**
- 5. Ordinance No 6077 - 2025 BA - ND Energy Conservation Grant Award**
- 6. Ordinance No 6078 - 2025 BA - Administrative Hearing**
- 7. Ordinance No 6079 - 2025 BA - Employment Investigation Services**
- 8. Ordinance No 6080 - 2025 BA - Airport PFC Application**
- 9. Ordinance No 6081 - 8th St SE at Riverside Dr**
- 10. Ordinance No 6082 - 2025 BA - FY24 Fire SHSP**

6.3. ADMINISTRATIVE APPROVALS

RECOMMENDED ACTION

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

- 1. Trinity Health Foundation to conduct a raffle on June 9, 2025 at the Souris Valley Golf Course (2400 14th Ave SW).**
- 2. MSU Staff Senate to conduct raffles from April 18th - May 23, 2025 at MSU (500 University Ave W).**
- 3. Forgotten Warrior Foundation to conduct a raffle on June 28, 2025 at The "O"riginal (720 N Broadway).**
- 4. Guns & Hoses Charity Hockey Game to conduct a raffle on April 19, 2025 at the Maysa Arena (2501 Burdick Exwy W).**
- 5. Special Event Permit for Saul's (105 1st St SE).**
- 6. Three Special Event Permits for Atypical Brewery (510 Central Ave).**
- 7. Special Event Permit for Landing Bar and Bottleshop (2515 N Broadway).**
- 8. Special Event Permit for Bones BBQ (437 N Broadway).**
- 9. Special Event Permit for The Starving Rooster (30 1st St NE).**

6.4. MAYORAL APPOINTMENTS

RECOMMENDED ACTION

It is recommended City Council confirm the following Mayoral Appointments to the Childcare in Minot Committee:

- Rianne Kuhn for a term to expire June 30, 2028.**
- Alderman Samuelson for a term to expire June 30, 2028.**

6.5. GAMING SITE AUTHORIZATION RENEWALS

RECOMMENDED ACTION

It is recommended City Council approve the following gaming site

authorizations for the following organizations to conduct games of chance during the license year of July 1, 2025, through June 30, 2026, at the following locations:

Prairie Grit Adaptive Sports

- Sammy's Pizza (400 N Broadway)
- Applebee's (2302 15th St SW)
- The Starving Rooster (30 1st St NE)

Aggie Foundation

- Arny's 2.0 (12 3rd St SE)
- Best Kept Secret (Sleep Inn) (2400 10th St SW)
- Off the Vine (15 S Main St)

6.6. STREET DEPT LARGE SNOW BLOWER ATTACHMENT (FRONT END LOADER) BID SELECTION APPROVAL

RECOMMENDED ACTION

It is recommended City Council approve the selection and award (Larue D50 Large Snow Blower attachment) to Swanston Equipment due to the submission of the best bid that adhered to the bid specifications.

6.7. RUNWAY 8/26 REHABILITATION AND TAXIWAY B DESIGN CONTRACTS (AIP 076-2025)

RECOMMENDED ACTION

- 1. It is recommended City Council approve the design proposals to be conducted by Short Elliot Hendrickson (SEH);**
- 2. Approve the budget amendment on the first reading;**
- 3. Allow City Staff to apply for Federal and State grants associated with this project; and**
- 4. Authorize the Mayor, City Attorney, and Airport Director to sign the necessary documentation.**

6.8. ADOPT THE BOND RESOLUTION AND APPROVE THE LOAN AGREEMENT FOR THE DWSRF WATERMAIN REPLACEMENT LOAN

RECOMMENDED ACTION

It is recommended City Council adopt the bond resolution and approve the loan agreement for the DWSRF \$3.704 million loan; and authorize the

Acting Mayor and Finance Director to sign any documentation.

- 6.9. BUDGET AMENDMENT FOR THE POLICE DEPARTMENT FY2023 SHSP GRANT TO TRANSFER FUNDS FROM EQUIPMENT TO TRAVEL, TRAINING & EDUCATION, AND MATERIALS & SUPPLIES

RECOMMENDED ACTION

It is recommended City Council pass an ordinance on first reading to amend the 2025 budget for the award.

- 6.10. FLEET 3/4 TON PICKUPS (X4) BID APPROVAL

RECOMMENDED ACTION

It is recommended City Council approve the bid from Minot Automotive for the four 3/4-ton pickups in the amounts of \$45,564 (Landfill), \$45,816 (Fire Dept), Storm Sewer and Water Plant (\$45,380 ea), totaling \$182,140.

- 6.11. STORM SEWER BOBCAT TOOLCAT SOLE SOURCE PROCUREMENT

RECOMMENDED ACTION

It is recommended City Council approve the sole source bid from Swanston Equipment for the Bobcat Toolcat in the amount of \$79,676.51.

- 6.12. AMEND THE 2025 DEPARTMENT MATERIALS AND SUPPLIES BUDGET FOR FIRE DEPARTMENT

RECOMMENDED ACTION

It is recommended City Council approve the budget amendment on first reading to amend the 2025 Fire Department Materials and Supplies budget to cover expenses for equipping approved fire trucks.

- 6.13. TRINITY HEALTH AND CARE RESOURCE CONNECTION BUSINESS ASSOCIATE AGREEMENTS (BAA)

RECOMMENDED ACTION

It is recommended City Council authorize the Mayor to sign the BAA documents for Trinity Health and Care Resource Connection.

- 6.14. APPROVAL OF SEIFERT AUCTION SERVICES PROPOSAL FOR CITY OF MINOT POLICE IMPOUND AUCTION

RECOMMENDED ACTION

It is recommended City Council approve the use of a city employee-owned business and accept the proposal of Seifert Auction Services; permit city staff to negotiate a services agreement with Seifert Auction Services; and authorize the Council President/Acting Mayor to sign the agreement.

6.15. AIRPORT PARKING LOT LIGHT POLE REPLACEMENT

RECOMMENDED ACTION

1. It is recommended City Council approve the purchase and installation of replacement light poles within the rental car parking lot area of the short-term parking lot;
2. Approve the purchase upon the first reading of the budget amendment;
3. Approve the budget amendment; and
4. Authorize the Mayor to sign any necessary documentation.

6.16. NDDOT BID CONCURRENCE - PUPPY DOG COULEE BROADWAY CULVERT REPLACEMENT

RECOMMENDED ACTION

It is recommended City Council concur with the low bid from Central Specialties.

6.17. ESTABLISHMENT OF NEW ACCOUNT AT DACOTAH BANK AND UPDATE RESOLUTION TO INCLUDE THE NEW BANKING ENTITY

RECOMMENDED ACTION

1. It is recommended City Council authorize the Finance Director, City Treasurer, and City Council President to sign any forms required to open the bank account, CD, and Insured Cash Sweep (ICS) account at Dacotah Bank; and
2. Update the resolution designating authorized signers on City bank accounts to include Dacotah Bank shown as a banking institution utilized by the City.

7. ACTION ITEMS

7.1. SHIRLEY COURT STREET LIGHTING DISCUSSION (4763)

RECOMMENDED ACTION

It is recommended City Council direct staff on how to proceed based upon the alternatives listed:

Alternative 1: Council can create a special assessment district to fund the project. Council can choose any percentage of city funds to help pay for the district.

Alternative 2: Council can fund the project from reserves and not special assess any of the cost.

Alternative 3: Council can choose not to move forward with any

construction project. Staff will continue to attempt to provide street lighting service for the Shirley Court neighborhood until it can no longer be maintained. From which, streetlight service may need to be turned off.

7.2. PROPERTY TAX EXEMPTION RESOLUTION FOR CHILDCARE CENTERS

RECOMMENDED ACTION

It is recommended City Council adopt the attached resolution related to property tax exemptions on Childcare Centers.

7.3. SPECIAL ELECTION FOR THE VACANCY OF THE MAYOR

RECOMMENDED ACTION

It is recommended City Council confirm a special election for either July 29, 2025 or August 5, 2025; and approve the resolution.

8. PERSONAL APPEARANCES

9. MISCELLANEOUS AND DISCUSSION ITEMS

9.1. ALCOHOL ORDINANCE REVIEW AND REWRITE COMMITTEE RECOMMENDATIONS

The recommendation included approving the committee changes and submitting to the City Council as well as four alternatives for removal of the cap:

- 1. Leave cap in place**
- 2. Remove cap with no compensation**
- 3. Kevin Black's proposal**
- 4. Paul Pitner's proposal, which comes with license holders signing a release of all claims and any other applicable terms within 90 days of second reading**

The committee also recommended the City Council create an Alcohol and Gaming Committee.

This is informational only for City Council.

10. LIAISON REPORTS

11. ADJOURNMENT