

On April 21, 2025, a Regular City Council Meeting of the Minot City Council was held in the City Council Chambers, City Hall (10 3rd Ave SW). Acting Mayor Jantzer called the meeting to order at 05:30 PM.

ROLL CALL

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

Members Absent: None

PLEDGE OF ALLEGIANCE

Acting Mayor Mark Jantzer led the City Council in the Pledge of Allegiance.

MAYOR'S REPORT

Acting Mayor Jantzer discussed HB1020 and other legislative happenings.

PROCLAMATION

Acting Mayor Jantzer presented a proclamation for Arbor Day on April 25, 2025.

REPORTS

CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the City Council. David Lakefield presented the budget process and its importance as a planning tool.

PUBLIC HEARING: FY2025 CDBG ENTITLEMENT PROCESS

The motion to close the public hearing and authorize staff to proceed with public meetings and the completion of the FY2025 Action Plan was initiated by City Council Member Fuller, 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, Scott Samuelson; nays: None.

CONSENT ITEMS

The motion to approve consent items 6.1-6.13 and 6.15-6.17 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, Scott Samuelson; nays: None.

CITY COUNCIL MINUTES – 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.

ORDINANCES - 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

ADMINISTRATIVE APPROVALS – 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).

MAYORAL APPOINTMENTS - 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.

GAMING SITE AUTHORIZATION RENEWALS – 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

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

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

RUNWAY 8/26 REHABILITATION AND TAXIWAY B DESIGN CONTRACTS (AIP 076-2025) – Approve the design proposals to be conducted by Short Elliot Hendrickson (SEH); approve the budget amendment on the first reading; allow City Staff to apply for Federal and State grants associated with this project; and authorize the Mayor, City Attorney, and Airport Director to sign the necessary documentation.

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

BUDGET AMENDMENT FOR THE POLICE DEPARTMENT FY2023 SHSP GRANT TO TRANSFER FUNDS FROM EQUIPMENT TO TRAVEL, TRAINING & EDUCATION, AND MATERIALS & SUPPLIES – Pass an ordinance on first reading to amend the 2025 budget for the award.

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

STORM SEWER BOBCAT TOOLCAT SOLE SOURCE PROCUREMENT – Approve the sole source bid from Swanston Equipment for the Bobcat Toolcat in the amount of \$79,676.51.

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

TRINITY HEALTH AND CARE RESOURCE CONNECTION BUSINESS ASSOCIATE AGREEMENTS (BAA) – Authorize the Mayor to sign the BAA documents for Trinity Health and Care Resource Connection.

AIRPORT PARKING LOT LIGHT POLE REPLACEMENT – Approve the purchase and installation of replacement light poles within the rental car parking lot area of the short-term parking lot; approve the purchase upon the first reading of the budget amendment; approve the budget amendment; and authorize the Mayor to sign any necessary documentation.

NDDOT BID CONCURRENCE - PUPPY DOG COULEE BROADWAY CULVERT REPLACEMENT – Concur with the low bid from Central Specialties.

ESTABLISHMENT OF NEW ACCOUNT AT DACOTAH BANK AND UPDATE RESOLUTION TO INCLUDE THE NEW BANKING ENTITY – 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 update the resolution designating authorized signers on City bank accounts to include Dacotah Bank shown as a banking institution utilized by the City.

APPROVAL OF SEIFERT AUCTION SERVICES PROPOSAL FOR CITY OF MINOT POLICE IMPOUND AUCTION

The motion to 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 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, Scott Samuelson; nays: None.

ACTION ITEMS

SHIRLEY COURT STREET LIGHTING DISCUSSION (4763)

The motion to approve Alternative 2: Council can fund the project from reserves and not special assess any of the cost 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, Scott Samuelson; nays: None.

PROPERTY TAX EXEMPTION RESOLUTION FOR CHILDCARE CENTERS

The motion to adopt the resolution related to property tax exemptions on Childcare Centers was initiated by City Council Member Pitner, seconded by City Council Member Olson and carried by the following roll call vote: ayes: Mark Jantzer, Lisa Olson, Paul Pitner; nays: Mike Blessum, Rob Fuller, Scott Samuelson. The motion failed.

SPECIAL ELECTION FOR THE VACANCY OF THE MAYOR

The motion to confirm the date of August 5, 2025, and approve the resolution was initiated by City Council Member Blessum, 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, Scott Samuelson; nays: None.

PERSONAL APPEARANCES

Melissa Farris spoke to the City Council about the MPD and an incident in a federal space. Billy Gunderson discussed issues with ADA accessibility in areas in Minot and the Council Chambers at City Hall. Andrew Sundbrink came to the meeting to discuss his property tax bill. Josiah Roise mentioned the issues with the Flock System and his plan for running for Mayor. David, a resident of Minot, discussed issues with MPD and government accountability. Charles Tuttle spoke about property taxes and government issues. Ivanna Kitzman mentioned issues with the bidding process on a previous agenda. Karen Roise yielded her time for Josiah to finish discussing his issues he would like to see changed as Mayor. Jeff McDougal spoke about fluoride in the water and issues with the MPD.

MISCELLANEOUS AND DISCUSSION ITEMS

ALCOHOL ORDINANCE REVIEW AND REWRITE COMMITTEE RECOMMENDATIONS

Alderman Pitner, as chairman of the committee, is bringing forth the recommendations for the Chapter 5 Alcohol Ordinance. The recommended changes are attached to the agenda and the public is urged to reach out to city staff and council if there are any questions or concerns about the changes made to the ordinance. The next time this item comes to the City Council, Alderman Blessum would like to see a public hearing.

LIAISON REPORTS

Alderman Fuller and Alderman Samuelson attended the Ward County Planning and Zoning meeting. Alderman Pitner attended a Renaissance Zone Board meeting, an Economic Development Plan Review Committee meeting, and the Alcohol Ordinance Review and Rewrite Committee meeting. Alderman Blessum attended a Minot Commission on Aging meeting and the Economic Development Plan Review Committee meeting.

Alderman Olson attended a CDMPO meeting, a Childcare in Minot meeting, a Souris Basin Planning Council Executive Board meeting, a Minot PD promotional ceremony, a Dakota College Advisory meeting, a childcare resource discussion, judged a MACEDC-sponsored live civics meet, participated in an RFQ interview, and presented at the Economic Development Plan Review Committee meeting.

ADJOURNMENT

The motion to adjourn the meeting at 8:28 pm 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, Scott Samuelson; nays: None.

ATTEST:


Mikayla McWilliams, City Clerk

APPROVED:


Mark Jantzer, Acting Mayor