



Regular City Council Meeting
Monday, June 16, 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. EMPLOYEE RECOGNITION
4. REPORTS
 - 4.1. CITY MANAGER'S REPORT

RECOMMENDED CHIEF OF POLICE APPOINTMENT

RECOMMENDED ACTION

1. It is recommended City Council approve the appointment of Michael Frye as Police Chief; and
2. Approve directing staff to upgrade an existing Captain position to a Deputy Chief position.

5. PLANNING COMMISSION
 - 5.1. CONSIDER THE REPORT OF THE PLANNING COMMISSION
 - 5.2. PUBLIC HEARING: CASE #2025-20 - LIECHTY HOMES 7TH ADDITION - PRELIMINARY PLAT, ZONING MAP AMENDMENT & ANNEXATION

RECOMMENDED ACTION

It is recommended City Council approve a Preliminary Plat and Zoning Map Amendment in alignment with the recommendations of the Planning Commission as shown in Attachment A. The Zoning Map Amendment Ordinance has been included in Attachment B. The Annexation has been included in Attachment C.

6. PUBLIC HEARING

6.1. PUBLIC HEARING: CDBG FISCAL YEAR 2025 ACTION PLAN

RECOMMENDED ACTION

It is recommended City Council close the Public Hearing and authorize staff to submit the FY25 Action Plan to HUD.

6.2. PUBLIC HEARING: CONDITIONAL APPROVAL OF RENAISSANCE ZONE CASE NO. M-109, A REQUEST BY CARL CLEMETSON FOR A FIVE-YEAR PROPERTY TAX BENEFIT FOR THE REHABILITATION OF A COMMERCIAL PROPERTY LOCATED AT 111 1ST ST. SE.

RECOMMENDED ACTION

It is recommended City Council conduct a public hearing, motion to approve the request and authorize staff to submit the application to the State of North Dakota for conditional approval.

7. CONSENT ITEMS

7.1. CITY COUNCIL MINUTES

RECOMMENDED ACTION

It is recommended City Council approve the minutes of the June 2, 2025, Regular City Council meeting.

7.2. ORDINANCES

RECOMMENDED ACTION

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

- 1. Ordinance No 5872 - Zoning Map Amendment - Highlander Estates 5th Subdivision**
- 2. Ordinance No 6093 - 2025 BA - Souris Basin Transportation 2025**

7.3. ADMINISTRATIVE APPROVALS

RECOMMENDED ACTION

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

- 1. Hairball Haven to conduct a raffle on June 14, 2025, at Corbett Field (1124 E Burdick Exwy).**
- 2. Downtown Business and Professionals Assoc. to conduct a raffle on June 13, 2025, at The Spot (6 2nd St SE).**
- 3. The Difference - A Holistic Approach to conduct a raffle on October 9, 2025, at Blissful Bee (3320 S Broadway Ste D).**

4. The Difference - A Holistic Approach to conduct a raffle on July 17, 2025, at Corbett Field (1124 E Burdick Exwy).
5. Forgotten Warrior Foundation to conduct a raffle on June 16, 2025, at Corbett Field (1124 E Burdick Exwy).
6. Lure Em 4 Life to conduct a raffle on May 28, 2025, at Corbett Field (1124 E Burdick Exwy).
7. Minot Commission on Aging to conduct bingo and raffle every 2nd and 4th Thursday of the month during July 1, 2025, through June 30, 2026, at the Minot Commission on Aging (21 1st Ave SE).
8. Minot Area Recovery Community Organization to conduct a calendar raffle September 1-30, 2025, at the MARCO Office (720 Western Ave Ste 102).
9. Minot Y's Mens Club to conduct a sports pool September 4, 2025, through December 29, 2025 at the Minot Family YMCA (3515 16th St SW).
10. Minot Girls Wrestling Boosters to conduct a raffle on July 31, 2025, at Magic City Campus (1100 11th Ave SW).
11. Minot Girls Fastpitch, Inc. to conduct a raffle on June 14, 2025, at Minot Park District - Scheels South Hill Complex (301 16th Ave SE).
12. Souris Valley United Way to conduct a raffle on July 17, 2025, at Beowulf Golf Course (1912 Valley Bluffs Drive).
13. Three Special Event Permits for The Spot (6 2nd Ave NE).
14. Special Event Permit for Prairie Sky Breads (3 1st St SE).
15. Nine Special Event Permits for Pointe of View Winery (8413 19th Ave NW Burlington, ND).
16. Special Event Permit for Saul's (105 1st St SE Basement).
17. Special Event Permit for Bones BBQ (437 N Broadway).
18. Special Event Permit for Dakota Lounge (1935 20th Ave SE).
19. Special Event Permit for X-Golf (1912 Valley Bluffs Dr).
20. Special Event Permit for Minot State University (500 University Ave W).
21. Six Special Event Permits for the Blue Rider (118 1st Ave SE).

7.4. 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:

Bishop Ryan Catholic School

Bishop Ryan Catholic School (316 11th Ave NW)

Bones BBQ (437 N Broadway)

7.5. APPROVAL OF ACCOUNTS RECEIVABLE WRITE-OFFS

RECOMMENDED ACTION

It is recommended City Council approve the May 2025 general accounts receivable write-offs.

7.6. APPROVE SELECTION OF AUDIT FIRM FOR INDEPENDENT FINANCIAL AUDIT AND OTHER PROFESSIONAL SERVICES

RECOMMENDED ACTION

It is recommended the City Council approve the selection of Eide Bailly, LLP for independent financial audit services for the initial term through fiscal year ending December 31, 2026; and authorize the Finance Director to sign any engagement letters.

7.7. PARATRANSIT SERVICE AGREEMENT WITH SBT AND BUDGET AMENDMENT

RECOMMENDED ACTION

- 1. It is recommended City Council approve the updated agreement with Souris Basin Transportation for Paratransit ADA services from July 1, 2025, through December 31, 2025;**
- 2. Approve the Interim Mayor and staff to sign the updated agreement with Souris Basin Transportation; and**
- 3. Approve the proposed budget amendment on first reading.**

7.8. SBT DEMAND RESPONSE SERVICE AGREEMENT

RECOMMENDED ACTION

It is recommended City Council approve the contract agreement and authorize the interim Mayor and staff to sign applicable documentation.

7.9. WATERMAIN REPLACEMENT PROJECTS - RESOLUTION OF GOVERNING BODY AND REIMBURSEMENT RESOLUTION

RECOMMENDED ACTION

It is recommended City Council approve the attached resolutions to apply for a DWSRF loan.

7.10. APPROVE THE LETTER OF SUPPORT FOR ENGLE COURT

RECOMMENDED ACTION

It is recommended City Council approve the letter of support for the

project and authorize the Mayor to sign for Minot Housing Authority.

7.11. CASE #2023-07-03 - HIGHLANDER ESTATES 5TH ADDITION - FINAL PLAT

RECOMMENDED ACTION

It is recommended City Council approve the proposed final subdivision plat as provided in Attachment A, and authorize the Mayor to sign the Developers Agreement as provided in Attachment B.

7.12. CASE #2023-06-03 - 55TH CROSSING 9TH ADDITION - FINAL PLAT

RECOMMENDED ACTION

It is recommended City Council approve the proposed final subdivision plat as provided in Attachment A, and authorize the Mayor to sign the developers agreement in Attachment B.

7.13. RECYCLING TRANSPORT SERVICES RENEWAL - 1 CALL SEPTIC SERVICE, INC.

RECOMMENDED ACTION

It is recommended City Council approve the renewal of the existing contract under the same terms and conditions for a period of one year, and authorize the Mayor to sign the contract renewal.

7.14. AGGIE FOUNDATION AND MINOT HOCKEY BOOSTERS DONATION TO THE MINOT POLICE DEPARTMENT K-9 TEAM

RECOMMENDED ACTION

- 1. It is recommended that the City Council accept a donation in the amount of \$2,836.00 from the Aggie Foundation Trust and \$1,000 from the Minot Hockey Boosters Gaming Trust, for the purchase of a K9 Bullet-proof vest; and**
- 2. Approve the ordinance to amend the 2025 annual budget to increase the Police Department furniture and equipment expenditures and contributions and donations revenue on first reading.**

7.15. 2027 EDISON SAFE ROUTES TO SCHOOL (SRTS) - ACCEPTANCE OF GRANT (4891)

RECOMMENDED ACTION

It is recommended City Council accept the Transportation Alternatives Grant from the NDDOT for the 2027 Edison SRTS project.

8. ACTION ITEMS

8.1. SAFE STREETS AND ROADS FOR ALL GRANT AUTHORIZATION (4778)

RECOMMENDED ACTION

- 1. It is recommended City Council proceed with the Safe Street and Roads for All Comprehensive Safety Action Plan Grant from the United States Department of Transportation;**
- 2. Authorize the Mayor to sign and execute the Safe Street and Roads for All Grant Agreement with the United States Department of Transportation; and**
- 3. Approve the attached budget amendment on first reading.**

8.2. AIRPORT TERMINAL PA UPGRADES

RECOMMENDED ACTION

It is recommended City Council approve the agreement with AtlasIED for the intercom system upgrades; approve the attached budget amendment on the first reading; and authorize the Mayor to sign the attached purchase agreement.

8.3. VELVA BRIDGE REPLACEMENT - MREFPP PHASE VE-1 - AWARD OF BID (3529.06)

RECOMMENDED ACTION

It is recommended City Council concur with the SRJB bid award of Phase VE-1 to Industrial Builders, Inc., in the amount of \$9,889,769.18.

8.4. ORDINANCE

RECOMMENDED ACTION

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

- 1. Ordinance No 6094 - Tobacco Ordinance Amendments hearing official**

9. PERSONAL APPEARANCES

10. MISCELLANEOUS AND DISCUSSION ITEMS

10.1. 2024 AIRPORT PAVEMENT CONDITION INDEX STUDY

There is no recommendation for this item. It is for informational purposes only.

10.2. STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE
(SAFER) UPDATE

Informational only at this time.

11. LIAISON REPORTS

12. ADJOURNMENT