

On June 16, 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 attended the ND League of Cities listening session, the MACEDC Board of Directors meeting, a Flag Day luncheon, a meeting with the City Attorney on personal appearances, a Military Affairs meeting, a regularly scheduled update meeting with the City Manager, the MREFPP MI-8/9 Public Input meeting, the change of command of the 741st missile squadron, and participated in the MPO Executive Director evaluation process.

EMPLOYEE RECOGNITION

Airport Director, Jennifer Eckman, along with Acting Mayor Jantzer, presented the AAAE Accreditation Award to Maria Romanick, the Airport Operations Manager.

REPORTS

CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the City Council.

The motion to authorize the City Manager to sign the letter of support for the Job Corp Center 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.

Eide Bailly annual report was provided to the City Council by Finance Director, David Lakefield. Xcel Energy Business Advisory Committee has asked David Lakefield to commit to a 3-year term as a member of the committee.

RECOMMENDED CHIEF OF POLICE APPOINTMENT

The motion to approve the appointment of Michael Frye as Police Chief and approve directing staff to upgrade an existing Captain position to a Deputy Chief position 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.

PLANNING COMMISSION

CONSIDER THE REPORT OF THE PLANNING COMMISSION

PUBLIC HEARING: CASE #2025-20 - LIECHTY HOMES 7TH ADDITION - PRELIMINARY PLAT, ZONING MAP AMENDMENT & ANNEXATION

The motion to close the public hearing and approve a Preliminary Plat and Zoning Map Amendment in alignment with the recommendations of the Planning Commission as shown in Attachment A 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, Scott Samuelson; nays: None.

PUBLIC HEARING

PUBLIC HEARING: CDBG FISCAL YEAR 2025 ACTION PLAN

The motion to close the Public Hearing and authorize staff to submit the FY25 Action Plan to HUD was initiated by City Council Member Pitner, 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.

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.

The motion to close the public hearing and approve the request and authorize staff to submit the application to the State of North Dakota for conditional approval 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; nays: Scott Samuelson.

CONSENT ITEMS

The motion to approve consent items 7.1-7.6, 7.8-7.12, and 7.14-7.15 with staff recommended action 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 June 2, 2025, Regular City Council meeting.

ORDINANCES - 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

ADMINISTRATIVE APPROVALS - 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).

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:

Bishop Ryan Catholic School
Bishop Ryan Catholic School (316 11th Ave NW)
Bones BBQ (437 N Broadway)

APPROVAL OF ACCOUNTS RECEIVABLE WRITE-OFFS – Approve the May 2025 general accounts receivable write-offs.

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

SBT DEMAND RESPONSE SERVICE AGREEMENT - Approve the contract agreement and authorize the interim Mayor and staff to sign applicable documentation.

WATERMAIN REPLACEMENT PROJECTS - RESOLUTION OF GOVERNING BODY AND REIMBURSEMENT RESOLUTION - Approve the attached resolutions to apply for a DWSRF loan.

APPROVE THE LETTER OF SUPPORT FOR ENGLE COURT - Approve the letter of support for the project and authorize the Mayor to sign for Minot Housing Authority.

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

CASE #2023-06-03 - 55TH CROSSING 9TH ADDITION - FINAL PLAT - Approve the proposed final subdivision plat as provided in Attachment A, and authorize the Mayor to sign the Developers Agreement in Attachment B.

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

2027 EDISON SAFE ROUTES TO SCHOOL (SRTS) - ACCEPTANCE OF GRANT (4891) - Accept the Transportation Alternatives Grant from the NDDOT for the 2027 Edison SRTS project.

PARATRANSIT SERVICE AGREEMENT WITH SBT AND BUDGET AMENDMENT

The motion to approve the updated agreement with SBT for Paratransit ADA services from July 1, 2025, through December 31, 2025; approve the Interim Mayor and staff to sign the updated agreement with SBT; and approve the proposed budget amendment on first reading was initiated by City Council Member Pitner, 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, Scott Samuelson; nays: None.

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

The motion to 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 was initiated by City Council Member Olson, 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

SAFE STREETS AND ROADS FOR ALL GRANT AUTHORIZATION (4778)

The motion to proceed with the Safe Street and Roads for All Comprehensive Safety Action Plan Grant from the US Dept. of Transportation; authorize the Mayor to sign and execute the Safe Street and Roads for All Grant Agreement with the United States Department of Transportation; and approve the attached budget amendment on first reading was initiated by City Council Member Olson, seconded by City Council Member Fuller 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.

AIRPORT TERMINAL PA UPGRADES

The motion to 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 was initiated by City Council Member Olson, 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.

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

The motion to concur with the SRJB bid award of Phase VE-1 to Industrial Builders, Inc., in the amount of \$9,889,769.18 was initiated by City Council Member Pitner, 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, Scott Samuelson; nays: None.

ORDINANCE

The motion to approve the following ordinance on second reading: Ordinance No. 6094 - Tobacco Ordinance Amendments hearing official 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.

PERSONAL APPEARANCES

Josiah Roise spoke to the City Council about his views on constitutional rights and law enforcement. The motion to add a minute to Josiah Roise's personal appearance was initiated by City Council Member Pitner, seconded by City Council Member Samuelson and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Paul Pitner, Scott Samuelson; nays: Mark Jantzer, Lisa Olson. Melissa Faris spoke to the City Council about transit and Souris Basin Transportation, along with issues with law enforcement. Joan spoke to the city council about her experience in the medical field, along with the law enforcement field.

MISCELLANEOUS AND DISCUSSION ITEMS

2024 AIRPORT PAVEMENT CONDITION INDEX STUDY

Jamison, with Mead and Hunt, presented the 2024 Airport Pavement Condition Index Study.

STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) UPDATE

Chief Kelli Kronschnabel provided the City Council with an update on staffing for adequate Fire and Emergency Response (SAFER) grant changes.

The motion to direct staff to not submit for the SAFER Grant at this time 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, Paul Pitner, Scott Samuelson; nays: Mark Jantzer, Lisa Olson.

LIAISON REPORTS

Alderman Fuller attended the Library Board meeting. Alderman Samuelson attended the Canvassing Board meeting. Alderman Pitner attended the Transit and PD Tour, a Visit Minot meeting, the Chief of Police interview panel, the Candidate Meet & Greet and has an upcoming Economic Development Plan Review Committee meeting. Alderman Blessum attended the Canvassing Board meeting and 911 Committee meeting. He also mentioned the upcoming Economic Development Plan Review Committee meeting. Alderwoman Olson attended the Canvassing Board meeting, the Finance Department Auditing RFQ interviews, the SBPC Executive Board meeting, and the Construction Projects Neighborhood meeting.

ADJOURNMENT

The motion to adjourn the meeting at 7:16 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