

On August 18, 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

SWEARING IN OF NEWLY ELECTED MAYOR & SIGNING OF OATH OF OFFICE

The motion to accept the results of the August 5, 2025, Mayoral elections as certified by the City of Minot Canvassing Board was initiated by City Council Member Olson, 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.

Father Maus performed an invocation and swore-in Mark Jantzer as the newly elected Mayor. Mayor Jantzer also signed the oath of office.

ELECTION OF CITY COUNCIL PRESIDENT

The motion to elect Alderman Mike Blessum as the City Council President was initiated by City Council Member Samuelson, seconded by City Council Member Fuller and carried by the following roll call vote: ayes: Mike Blessum, Rob Fuller, Lisa Olson, Paul Pitner, Scott Samuelson; nays: Mark Jantzer.

CITY MANAGER'S REPORT

Tom Joyce submitted a written report to the City Council.

BROWN & BROWN PRESENTATION

Katie Veidel, Brown & Brown, presented the benefit plan options for 2026. The motion to approve the 2026 employee health plan renewal with Blue Cross Blue Shield of North Dakota (BCBSND) on the following commercial terms: Plan design Option 1 (\$250 deductible / 80% coinsurance / \$7,000 MOOP), NetResults formulary, \$175,000 specific stop-loss, and fixed administrative pricing at \$72 PEPM (replacing "% of claims"); approve the 2026 ancillary dental and vision renewals; and authorize the Acting City Manager to execute the renewal once pre-implementation items are completed (final administrative terms; delivery of specified data files; standard certifications) 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.

CONSENT ITEMS

The motion to approve consent items 5.1-5.20 with staff recommended action 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.

CITY COUNCIL MINUTES - Approve the minutes of the August 4, 2025, Regular City Council meeting.

ORDINANCES - Approve the following ordinances on second reading:

1. Ordinance No 6105 - 2025 BA - Dispatch Other Professional Services
2. Ordinance No 6106 - 2025 BA - FD Medical Professional Services
3. Ordinance No 6107 - 2025 BA - Nuisance Abatement

ADMINISTRATIVE APPROVALS – Ratify the following administratively approved requests:

1. Minot North Volleyball to conduct a raffle on August 4, 2025, at Corbett Field (1124 E Burdick Exwy).
2. Taube Museum of Art to conduct a raffle on August 9, 2025, at Taube Museum of Art (2nd N Main Street).
3. Nedrose Cardinals Booster Club to conduct a sports pool and a raffle on August 29, 2025, through February 17, 2026, at Nedrose High School (5705 15th Ave SE).
4. Minot State University to conduct raffles from September 13, 2025, through February 21, 2026, at MSU Dome and Herb Parker Stadium (500 University Ave W).
5. Minot State University to conduct raffles from September 27, 2025, through February 28, 2026, at Maysa Arena (2501 W Burdick Exwy).
6. Magic City Discovery Center to conduct a raffle on August 12, 2025, at Magic City Discovery Center (1545 1st St NW).
7. Dance Team Booster of Minot to conduct a calendar raffle from November 17, 2025, through December 15, 2025, at Tabitha Deaton Residence (1502 4th St SW).
8. Minot Social Club for Exceptional Persons, 2nd Story, to conduct a raffle on September 5, 2025, at The Spot (6 2nd St NE).
9. MCDC Booster Club to conduct a calendar raffle in November 2025 and February 2026 at Magic City Dance Club (1300 4th Ave NW).
10. Minot High School Girls Volleyball Boosters to conduct a sports pool from September 4, 2025, through December 25, 2025, at Minot High School (1100 11th Ave SW).
11. Two Special Event Permits for the Ranger Lounge (1218 S Broadway).
12. Three Special Event Permits for Bones BBQ (437 N Broadway).
13. One Special Event Permit for Sports on Tap (220 S Broadway).
14. Seven Special Event Permits for the Blue Rider (118 1st Ave SE).
15. Special Event Permit for the 19th Hole (2400 14th Ave SW).
16. Special Event Permit for The Starving Rooster (30 1st St NE).

MAYORAL APPOINTMENTS - Confirm the following Mayoral Appointments:

- Alderman Paul Pitner to the Pension Board, with a term to expire in June 2026.
- Kasper Ziegler to replace Logan Longtin as the representative for the Minot Association of Builders on the Planning Commission, with a term to expire in December 2026.

ALCOHOLIC BEVERAGE LICENSE - HAMPTON BY HILTON MINOT AIRPORT - Approve the Retail Beer and Wine license for the Hampton by Hilton Minot Airport at 1400 N Broadway for the period of August 18, 2025, through December 31, 2025.

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

ORDINANCE UPDATE FOR PUBLIC WORKS OPERATIONS & UTILITIES -- Approve the ordinance amendments as written and authorize the Mayor and Staff to sign applicable documentation.

SUBRECIPIENT AGREEMENT: MINOT COMMISSION ON AGING MEALS ON WHEELS - Approve the contract and authorize the Mayor to sign the agreement.

SUBRECIPIENT AGREEMENT: MINOT COMMISSION ON AGING HEALTH MAINTENANCE CLINIC - Approve the agreement and authorize the Mayor to sign it.

CASE #2025-41 - CORNERSTONE BANK ADDITION - MINOR PLAT - Approve the proposed minor subdivision plat as provided in Attachment A.

2025 STRUCTURE DEMOLITION AND SITE RESTORATION #3755.23 AWARD - Approve the contract and authorize the Mayor to sign the agreement with Dig It up Backhoe Services, Inc.

2025 NDDOT FLEX FUND SUBMITTAL APPROVAL (4960) - Authorize city staff to apply to the NDDOT's Flexible Transportation Fund Program (Flex Fund) for the following projects and related applications in order of priority:

1. 3rd St NE Bridge - Engineering
2. 16th St SW Interchange Rehabilitation (4753) - Local Funding

3. 2026 Lewis & Clark and Bel Air Safe Routes to School (4823) - Local Funding
4. 2027 Edison Safe Routes to School (4891) - Local Funding

CASE #2025-42 - MANTZ ADDITION - MINOR PLAT - Approve the proposed minor subdivision plat as provided in Attachment A.

2025 WATERMAIN REPLACEMENT - NW ALLEYS - FINAL PAYMENT - Approve the final payment for the 2025 Watermain Replacement - NW Alleys Project to Post Construction, Inc. in the amount of \$20,552.93.

NDPERS RETIREMENT PLAN: MOVE TO PUBLIC SAFETY PLAN ON OCTOBER 1, 2025 - Move to amend notification to NDPERS that the City of Minot is expanding the Public Safety Defined Benefit Retirement Plan per HB 1419 and will offer the plan to all eligible Public Safety Telecommunicator (Dispatch) employees effective October 1, 2025; and authorize the Mayor to sign the NDPERS Public Safety Retirement Employer Participation Agreement.

RATIFY PERMISSION TO APPLY FOR INSPIRITUS GRANT FOR POLICE DEPARTMENT - Ratify the Police Department's application for the grant and the signature of the Mayor on the endorsement letter.

EQUIPMENT DISPOSAL AND AUCTION APPROVAL - Approve the disposal of the identified excess equipment to allow staff to begin the online surplus auction actions.

CITY OF MINOT AND MINOT STATE UNIVERSITY STUDENT APPRENTICESHIP CONTRACT - Approve the City of Minot and Minot State University Student Apprenticeship contracts and approve the Chief of Police or his designee to sign the agreements with each student.

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF MINOT AND MINOT PUBLIC SCHOOL DISTRICT # 1 - Approve the Memorandum of Understanding between the City of Minot and Minot Public School District #1 and authorize the Mayor to sign the agreement.

DONATION FUNDS FROM AMERICAN LEGION POST #91 - Accept the donation from the American Legion Post #91 through the gaming site of Devils Fire, Surrey ND; and approve the budget amendment on first reading to increase 46101- Department materials and supplies by \$250 for the purchase of drinking water.

ACTION ITEMS

APPROVAL OF AMENDMENT 12 TO CDM SMITH MASTER SERVICE AGREEMENT FOR MI-8 PROPERTY ACQUISITIONS

The motion to approve the contract amendment with CDM Smith, Inc. for future floodway acquisitions and authorize the Mayor to sign the amendment on behalf of the City 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.

AIRPORT TERMINAL LEASE WITH MINOT AREA CHAMBER EDC

The motion to accept option 2 to direct staff to discuss with the FAA Airport District Office (ADO) the potential to lease the space for less than Fair Market Value and drop contract lease monthly payment to \$1.00 was initiated by City Council Member Fuller, seconded by City Council Member Blessum. This motion was withdrawn.

The motion to approve the lease as currently written, subject to FAA direction on a reduced rental rate; and if the FAA approves a reduced rental rate, authorize the Airport Director to sign the amendment to the lease 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 MEMBER VACANCY

The motion to fill the vacancy by appointment with letters of interest for the council member seat due August 28, 2025, to include a Special City Council meeting at 4:00 pm on September 2, 2025, to hear from applicants and potentially appoint, 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.

PERSONAL APPEARANCES

Samuel Kim spoke to the City Council about a series of issues with a neighbor in his neighborhood. Janie Myers discussed ADA compliance for Art Space and prior statements made at a council meeting. Steve Podrygula wanted to speak to the council about the public comment policy.

Billi Gunderson discussed ADA requirements. The motion to add one minute to Billi Gunderson's public appearances comment 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, Mark Jantzer, Lisa Olson, Paul Pitner, Scott Samuelson; nays: None.

Josiah Roise discussed election integrity concerns with the Special City Council Mayoral Election.

COUNCIL PRESIDENT'S LETTER OF RECOMMENDATION ON 2026 BUDGET

Mayor Jantzer and Vice President Lisa Olson presented the Council President's Letter of Recommendation for the 2026 Budget. David Lakefield, the Finance Director, provided slides on the changes recommended in the letter.

MISCELLANEOUS AND DISCUSSION ITEMS

The motion to move to add a public hearing for sales tax penny allocations to the September 15, 2025, Regular City Council meeting agenda 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, Scott Samuelson; nays: Mark Jantzer, Lisa Olson, Paul Pitner. The motion failed.

A motion to require the Police Department to develop an RFP with local builders for the current building improvements was initiated by City Council Member Fuller and seconded by City Council Member Samuelson. The motion to table the discussion on the motion until September 2, 2025, 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.

COUNCIL PRESIDENT'S LETTER OF RECOMMENDATION ON 2026 BUDGET

Mayor Jantzer and Vice President Lisa Olson presented the Council President's Letter of Recommendation for the 2026 Budget. David Lakefield, the Finance Director, provided slides on the changes recommended in the letter.

LIAISON REPORTS

Alderman Fuller, Alderman Samuelson, and Alderman Blessum had no committee meetings to report on. Mayor Jantzer has an upcoming Central Dakota MPO meeting. Alderman Pitner has an upcoming Renaissance Zone Board meeting. Alderwoman Olson attended an SBPC Loan Review Committee meeting, a Central Dakota MPO meeting, a SBPC Executive Board meeting, budget letter preparation meetings, and the City of Minot Canvassing Board meeting.

ADJOURNMENT

The motion to adjourn the meeting at 7:29 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, Mayor