



Alcohol Ordinance Review and Rewrite Committee

Monday, January 22, 2024, at 5:00 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. APPROVAL OF MINUTES - JANUARY 10, 2024

It is recommended the committee approve the minutes of the January 10, 2024 Alcohol Ordinance Review and Rewrite Committee meeting.

Documents:

[01102024 MEETING MINUTES.PDF](#)

3. ALCOHOL LICENSING PROCESS

Staff will provide the committee with information on the current process for alcohol licensing. The committee can discuss any process changes and look at other cities in North Dakota processes.

4. ALCOHOL LICENSE TYPES

The committee will discuss the current alcohol licenses and also compare/contrast the other cities in North Dakota license types.

5. ADJOURNMENT

January 10, 2024 Alcohol Ordinance Review and Rewrite Committee

Alcohol Ordinance Review and Rewrite Committee – January 10, 2024 AT 1:00 P.M.

Members Present:

Jon Hanson, Adam Hoffman, Chairman Paul Pitner, Brett Tinnies

Members Absent:

Mayor Tom Ross

Also Present:

Mikayla McWilliams (City Clerk), Harold Stewart (City Manager), Stefanie Stalheim (City Attorney), Chief John Klug (Police Chief), Brian Billingsley (Community and Economic Development Director)

The meeting was called to order by Chairman Paul Pitner at 1:00 pm. The committee members and advisory staff began the meeting with introductions. The next item on the agenda was possible goals and outcomes for the committee. The committee discussed how previous issues with license holders, such as premise issues, was one of the reasons to develop the committee. There were discussion at the time of the census on whether or not to create a committee to review the ordinance prior to the four new Retail Liquor, Beer, and Wine licenses becoming available for bid.

The committee decided to meet the 2nd and 4th Monday of every month. The duration of the meetings would be 90 minutes. The decision at the time was to have a 1:00 pm meeting on the 2nd Monday of every month and a 5:00 pm meeting on the 4th Monday of every month until completed.

Mikayla McWilliams presented the committee binders, which include the City of Minot Alcohol Ordinances, the State of ND Codes, and ordinances from Grand Forks, Bismarck, and Fargo. Mikayla will e-mail the committee the Devils Lake, Williston, and Dickinson ordinances. Chairman Pitner wanted the committee to think about the goals for the committee during the review and rewrite process. The committee should also look over the City of Minot ordinances on alcohol. Chief Klug also mentioned the committee should familiarize themselves with state law.

Jon Hanson inquired about open meetings laws for discussions with other bar owners. Stefanie emphasized the committee is comprised of 5 voting members making 3 voting members a quorum. It is important to invite license holders to the meetings to speak with the committee in a public setting. Stefanie stated the next meeting could possibly include a CityWorks demo and discussion of the current process. Harold Stewart said another topic of conversation would be City Council approval vs administrative approval with denials having the ability to appeal to council.

Chairman Pitner would like to see the committee would take public input at certain points during the process. This committee could be about making Minot open for business, maintaining value for the full Retail Liquor, Beer and Wine license, discussion on the perception of other cities available license abilities, and reviewing the previous committee work for historical purposes.

There being no further business, Jon Hanson moved the committee meeting be adjourned. Motion seconded by Adam Hoffman and carried unanimously. Meeting adjourned at 1:36 pm.