

On February 5, 2024, a Regular Meeting of the Minot City Council was held in the Council Chambers at City Hall. Mayor Ross called the meeting to order at 5:30 pm.

**ROLL CALL**

**Members Present:**

Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross

**Members Absent:**

None

**PLEDGE OF ALLEGIANCE**

Mayor Ross led the City Council in the Pledge of Allegiance.

**MAYOR'S REPORT**

Mayor Ross attended a MACEDC Board meeting, one-on-one meetings with the City Manager, a NAWA Authority meeting, Randy Hauck's Retirement Party from Verendrye Electric, Project Bee meetings, a suicide symposium planning meeting, a Military Affairs meeting, Lords Cupboard meeting, Winter Employee Recognition event, and a Governmental Affairs meeting.

**CITY MANAGER'S REPORT**

Harold Stewart submitted a written report to the council.

**CITY ATTORNEY'S REPORT**

Stefani Stalheim submitted a written report to the council.

**CONSENT ITEMS**

Alderman Pitner moved the City Council approve consent items 6.1-6.19.

6.1 CITY COUNCIL MINUTES - Approve the minutes of the January 16, 2024, Regular City Council meeting and the January 16, 2024, Special City Council meeting.

6.2 ORDINANCES – Approval of the following ordinances considered for second reading:

1. Ordinance 5938 - 2024 BA - Law Enforcement Resiliency Grant
2. Ordinance 5939 - Traffic Restrictions for Transit Center Area
3. Ordinance 5940 - Fire Inspection Fees Ordinance

(Ordinances are available for inspection and copying at the City Hall City Clerk's Office during normal office hours (generally Monday 8:00am – 4:30pm))

6.3 ADMINISTRATIVE APPROVALS - Approve the following administrative approvals.

1. Perkett Elementary PTO to conduct a raffle on March 22, 2024 at Perkett Elementary (2000 5th Ave SW).
2. Municipal Government Academy of ND to conduct a raffle on March 19, 2024 at Clarion Hotel & Convention Center (2200 E Burdick Exwy).
3. Forgotten Warrior Foundation to conduct a raffle on June 29, 2024 at The "O"riginal Bar and Nightclub (720 N Broadway).
4. Dakota Cruisers to conduct a raffle on June 5, 2024 and September 14, 2024 at the Uhaul Moving and Storage S. Hill Parking Lot (1 20th Ave SE).
5. Minot High North Baseball to conduct a sports pool on February 11, 2024 at Central Campus High School (215 1st St SE).
6. Souris River Basin Longbeards to conduct a raffle on February 10, 2024 at The Grand Hotel (1505 N Broadway).
7. MSU Athletics to conduct a sports pool on February 11, 2024 at MSU (500 University Ave W).
8. Minot Y's Men Club to conduct a raffle on June 17, 2024 at the Minot Family YMCA (3515 16th St SW).
9. Minotauros Booster Club to conduct a raffle on April 7, 2024 at the Sleep Inn & Suites (2400 10th St SW).
10. Magic City Figure Skating Club to conduct a raffle on March 24, 2024 at the Maysa Arena (2501 Burdick Exwy W).
11. Dakota Rattlers to conduct a raffle on April 28, 2024 at the MSU Dome Wrestling Room (500 University Ave W).
12. Sigma Omicron Tau Chapter to conduct a calendar raffle May 2024 at Sigma Omicron Tau C/O Richell Johnson Residence (426 21st St NW).

13. Bel Air PTS to conduct bingo on February 15, 2024 and a raffle on April 19, 2024 at Bel Air Elementary (501 25th St NW).
14. MHS FBLA to conduct a raffle on February 23, 2024 at Magic City Campus (1100 11th Ave SW).
15. ND Association of Dance and Drill to conduct a raffle and bingo on February 17, 2024 at the Grand Hotel (1505 N Broadway).
16. Minot Symphony Association, Inc. to conduct a raffle on June 29, 2024 at The "O"riginal Bar and Nightclub (720 N Broadway).
17. Special Event Permit for Der Blaue, LLC dba The Blue Rider (118 1st Ave SE).
18. Special Event Permit for Sports on Tap, Inc. dba Sports on Tap (220 S Broadway).
19. Special Event Permit for Atypical, LLC dba Atypical Brewery & Barrelworks (510 E Central Ave).
20. Special Event Permit for Der Venn Mitchell, Inc dba The Landing Bar and Bottleshop (2015 N Broadway).

6.4 BILLS, TRANSFERS, AND PAYROLL - Approve the payroll for the period of December 17, 2023, through January 13, 2024, in the amount of \$2,668,830.48 and the bills and transfers for January in the amount of \$6,864,447.47.

WEX HEALTH, INC	\$10,108.31	100004931	AFLAC	\$14,124.37	100004961
ALL SEASON ARENA	\$2,635.45	299239	FIRST WESTERN INSURANCE	\$37,446.04	299380
AMERICAN TRUCK & TRAILER, LLC	\$96.41	299240	ACKERMAN ESTVOLD	\$79,847.70	299381
BAYCOM, INC.	\$597.00	299241	ACME TOOLS	\$12,504.62	299382
BLUE360 MEDIA, LLC	\$5,986.00	299242	ADVANCED BUSINESS METHODS	\$8,830.25	299383
BORDER STATES INDUSTRIES, INC.	\$1,039.98	299243	AMERICAN TRUCK & TRAILER, LLC	\$125.20	299384
BUTLER MACHINERY CO.	\$149.10	299244	APEX ENGINEERING GROUP	\$104,922.06	299385
CDM SMITH	\$78,493.20	299245	ARANARK	\$126.18	299386
CONCRETE MOBILE	\$1,600.00	299246	AZTECA SYSTEMS, LLC	\$109,200.00	299388
CREA	\$200.00	299267	BAG, LLC	\$150.00	299389
Brook Hermanson	\$1,000.00	299247	BARR ENGINEERING	\$1,774.50	299390
Holly Zece	\$36.34	299248	BISMARCK EVENT CENTER	\$30.00	299391
Jaelee Olson	\$18.73	299249	BMI GENERAL LICENSING	\$435.00	299392
Joshua Noyes	\$895.95	299250	BRIGHTLY SOFTWARE, INC	\$5,666.93	299393
Samantha Newman	\$1,000.00	299251	BUTLER MACHINERY CO.	\$169.81	299394
ENERBASE	\$1,143.62	299252	C&C PLUMBING AND HEATING	\$125.00	299395
FACTORY MOTOR PARTS	\$302.38	299253	CALLOY 2009 CORP	\$5,628.00	299396
FLEETMIND SOLUTIONS, INC.	\$3,047.58	299254	CAROLINA SOFTWARE	\$475.00	299397
FLEXIBLE PIPE TOOLS & EQUIPMENT	\$1,280.00	299255	CDM SMITH	\$105,842.15	299398
GENERAL TRADING	\$202.30	299256	CENTER FOR PUBLIC SAFETY MANAGEMENT, LLC	\$5,374.04	299400
GERDAU RECYCLING	\$1,404.94	299257	CENTRAL TRENCHING, INC.	\$4,614.68	299399
GUARDIAN FLEET SAFETY	\$9,083.31	299259	CITY OF MINOT	\$50.00	299473
HAWKINS, INC.	\$2,411.64	299260	DACOTAH PAPER CO.	\$8,660.34	299401
HOGAN MANUFACTURING, INC	(\$292.00)	299261	DAKOTA FIRE EXTINGUISHER	\$86.36	299402
HOUSTON ENGINEERING, INC.	\$7,762.00	299262	DAKOTA FLUID MOTION, LLC	\$12,578.44	299403
INFORMATION TECHNOLOGY DEPARTMENT	\$3,181.75	299263	DAKOTA FLUID POWER, INC.	\$923.41	299404
JOHN DEERE FINANCIAL	\$2,804.15	299258	DECOM VENTURES, LP	\$6,075.00	299405
KLI ENGINEERING, LLC	\$3,957.12	299264	DEM-CON COMPANIES, LLC	\$1,806.49	299406
LINDE GAS & EQUIPMENT INC	\$181.44	299265	DOMESTIC VIOLENCE CRISIS CENTER	\$1,250.45	299407
MAIN ELECTRIC CONSTRUCTION	\$8,616.19	299266	DUCKS UNLIMITED	\$19,440.00	299408
MINOT AUTO	\$402.42	299268	EAPC	\$20,233.62	299409
MINOT WELDING INC	\$2,500.00	299269	EATON CORPORATION	\$5,355.42	299410
MOUSE RIVER FIREFIGHTER'S ASSN	\$25.00	299270	EBSCO	\$2,336.47	299411
NAPA AUTO PARTS	\$2,196.07	299271	ECOLAB PEST ELIMINATION DIVISION	\$119.49	299412
NEXTREQUEST	\$9,572.64	299272	ELDORADO NATIONAL - CALIFORNIA	\$405.65	299413
NORMONT EQUIPMENT CO	\$97.39	299273	ELECTRIC PUMP	\$83.54	299414
NORTHWEST TIRE AND RETREAD	\$1,049.67	299274	Hollilyn Bleshe	\$20.00	299415
PRAIRIE ENGINEERING, P.C.	\$200.00	299275	Jeanne Variste	\$48.99	299416
PROJECT BEE	(\$559,622.39)	299276	Maria Romanick	\$50.00	299417
RDO EQUIPMENT	\$428.37	299277	ENERBASE	\$57,891.69	299418
ROUTEMATCH SOFTWARE LLC	\$24,313.76	299278	FACTORY MOTOR PARTS	\$245.54	299419
SANITATION PRODUCTS	\$3,819.98	299279	FARDEN CONSTRUCTION	\$9,556.85	299420
SCHOCKS SAFE AND LOCK SERVICE	\$309.64	299280	FASTENAL COMPANY	\$4.30	299422
SIGN SOLUTIONS USA	\$112.75	299281	FIRE EQUIPMENT CO.	\$926.00	299423
SPX TECHNOLOGIES, INC	\$6,840.28	299282	FIRST DISTRICT HEALTH UNIT	\$26,500.00	299424
SWANSTON EQUIPMENT COMPANIES	\$748.39	299283	FIRST INTERNATIONAL BANK & TRUST	\$759.00	299425
TERMINAL SUPPLY CO.	\$53.97	299284	FIRST WESTERN INSURANCE	\$50.00	299426
THEIN WELL	\$7,127.05	299285	FLEETMIND SOLUTIONS, INC.	\$1,987.50	299427
THORSRUD SUPPLY CO., INC.	\$468.00	299286	G & P COMMERCIAL SALES	\$404.24	299428
UNUM LIFE INSURANCE	\$5,083.95	299287	GALE	\$150.00	299429
VISIT MINOT	\$6,431.46	299288	GALLS, LLC	\$516.68	299430
WALLWORK TRUCK CENTER	\$583.16	299289	Diedre Postula	\$18.99	299431
WARD COUNTY AUDITOR	\$17,875.00	299290	Eric Bretheim	\$36.94	299432
WESTLIE FORD	\$376.19	299291	FHS PUBLIC SAFETY FOUNDATION	\$960.00	299433
WESTLIE TRUCK CENTER	\$943.97	299292	Kaylee Pontiff	\$10.99	299434
EIDE FORD LINCOLN	\$23,400.00	299293	Lisa Schneider	\$50.00	299435
J CALL SEPTIC SERVICES, INC	\$13,137.30	299294	Michaela Young	\$50.00	299436
ACME TOOLS	\$59.82	299295	Minnesota Child Support	\$10.00	299437
ADP, INC	\$15,537.42	100004959	Mya Hanson	\$200.00	299438

ADP, INC	\$874.20	100004960	North Dakota Child Support	\$250.00	299439
ALL SEASON ARENA	\$7,676.62	299296	North Dakota Child Support	\$25.00	299440
AMERICAN WELDING & GAS, INC.	\$9,683.95	299297	Rodney Brian Neuhalfen	\$50.00	299441
APH/AUTO VALUE	\$36.79	299298	Sharon Samulenok	\$8.99	299442
ASSETWORKS	\$8,581.47	299299	Tamera Siverston	\$25.00	299443
CITY OF MINOT	\$200.00	299342	Teresa Hunt	\$25.00	299444
CLUTE OFFICE EQUIP., INC.	\$756.50	299300	Vicky L. Geyer-Panasuk	\$378.55	299445
COOKIES FOR YOU	\$900.00	299301	GENERAL TRADING	\$702.17	299446
ECOLAB PEST ELIMINATION DIVISION	\$697.54	299302	GERDAU RECYCLING	\$580.32	299447
Andres Casarez	\$673.46	299303	GRAINGER	\$23.18	299448
Dusty Schlecht	\$350.00	299304	GRAYMONT WESTERN US INC.	\$20,664.60	299449
James Seifert	\$729.00	299305	HIGH POINT NETWORKS, LLC	\$7,603.05	299450
Krystle Foster	\$39.63	299306	HOGAN MANUFACTURING, INC	\$146.00	299451
Melissa Anderson	\$39.63	299307	HOUSTON ENGINEERING, INC.	\$85,018.78	299452
Rob Cimino	\$29.50	299308	IMSA	\$510.00	299453
Rondel Roteliuk	\$45.20	299309	INTERNATIONAL CITY MANAGEMENT ASSOCIATION RET.	\$624.56	299454
Rondel Roteliuk	\$25.55	299310	INTERSTATE BATTERY SYSTEM	\$8.34	299455
ENERBASE	\$11,939.73	299311	INTERSTATE ENGINEERING, INC.	\$3,500.00	299456
FASTENAL COMPANY	\$4.99	299312	JIMS WELDING, INC.	\$375.41	299457
FIRST INTERNATIONAL BANK & TRUST	\$704.00	299313	JLG ARCHITECTS	\$620.00	299458
FIRST WESTERN INSURANCE	\$14,350.00	299314	KIMBALL MIDWEST	\$23.60	299459
GALLS, LLC	\$166.52	299315	KLJ ENGINEERING, LLC	\$12,715.50	299460
Amber Marquardt	\$1,221.73	299316	LEADSONLINE	\$5,866.00	299461
Braxton Wynton	\$30.00	299317	M-B COMPANIES, INC	\$1,337.22	299462
Celine Marx	\$40.00	299318	MAD DOG BROKERAGE INC	\$6,733.40	299464
Cody Cemer	\$5.00	299319	MAIN ELECTRIC CONSTRUCTION	\$25,068.12	299465
Jane Ellis	\$5.00	299320	MARCO, INC.	\$1,256.63	299466
Joe Melvin Stenvold, Jr.	\$200.00	299321	MELANIE MOORE	\$210.00	299474
Katelyn Bowen	\$25.00	299322	MICROMARKETING LLC	\$27.99	299467
Kevin OM Click	\$23.00	299323	MID-STATES ORGANIZED CRIME INFO CTR	\$250.00	299468
Shandel Grogan	\$50.00	299324	MIDWEST TAPE	\$84.22	299469
U.S. Postal Service	\$50.00	299325	MINOT AREA CHAMBER EDC	\$121,637.50	299463
GENERAL TRADING	\$435.40	299326	MINOT COMMISSION ON AGING	\$12,875.00	299470
GERDAU RECYCLING	\$152.29	299327	MINOT DAILY NEWS	\$260.00	299471
GOETTLE LAW, PLLC	\$3,500.00	299328	MINOT EMPLOYEE DONATIONS	\$818.96	299472
GRAYBAR	\$1,174.00	299329	MOWBRAY & SONS	\$1,061.08	299475
GRAYMONT WESTERN US INC.	\$53,252.25	299330	NAPA AUTO PARTS	\$2,064.12	299476
HAWKINS, INC.	\$31,798.28	299331	ND DEPT OF TRANSPORTATION	\$7,028.85	299477
INLAND TRUCK PARTS CO	\$192.36	299332	ND DEPT OF WATER RESOURCES	\$255,477.20	299478
INTERNATIONAL CITY MANAGEMENT ASSOCIATION RET.	\$624.56	299333	ND FRATERNAL ORDER OF POLICE	\$1,539.00	299479
INTERSTATE BATTERY SYSTEM	\$153.95	299334	NEWMAN TRAFFIC SIGNS	\$1,289.28	299480
KIWANIS CLUB OF MINOT	\$450.00	299335	NORTHERN TESTING	\$490.00	299481
MAIN ELECTRIC CONSTRUCTION	\$44,402.66	299336	NORTHWEST TIRE AND RETREAD	\$10,646.79	299482
MARCO, INC.	\$192.50	299337	NORTHWESTERN POWER EQUIPMENT C	\$10,346.09	299483
MINOT AUTO	\$140.69	299338	NOVA FIRE PROTECTION CO.	\$1,643.00	299484
MINOT EMPLOYEE DONATIONS	\$870.24	299339	OLSON'S TOWING	\$1,365.00	299485
MINOT PARK DISTRICT	\$62,695.67	299340	ONE CALL CONCEPTS, INC.	\$131.90	299486
MINOT PLUMBING & HEATING CO, INC.	\$1,589.00	299341	ONLINE DAKOTA INFORMATION NETWORK	\$316.00	299487
NAPA AUTO PARTS	\$1,692.19	299343	PARKLAND USA CORPORATION	\$4,478.10	299421
ND DEPT OF TRANSPORTATION	\$10,823.05	299344	PATRIOT FIRE & SAFETY INC	\$754.80	299488
NORTH COUNTRY SPORTSWEAR	\$144.04	299345	PEC SOLUTIONS LLC	\$966.00	299387
NORTHERN PLAINS EQUIPMENT CO., INC.	\$514.84	299346	PRAIRIE SUPPLY	\$283.86	299489
NORTHERN TESTING	\$605.00	299347	PRINGLE & HERIGSTAD, P.C.	(\$142.50)	299490
NORTHWEST TIRE AND RETREAD	\$478.04	299348	PROCOLLECT	\$318.92	299491
PFM FINANCIAL ADVISORS LLC	\$1,500.00	299349	PROTECH INTEGRATIONS, LLC	\$425.00	299492
PRINGLE & HERIGSTAD, P.C.	\$375.00	299350	PROVIDENT LIFE & ACC INS CO	\$363.08	299493
PROTECH INTEGRATIONS, LLC	\$203.00	299351	RAFTELIS FINANCIAL CONSULTANTS, INC	\$5,000.00	299494
REDSTONE TECHNOLOGIES, INC.	\$1,160.00	299352	ROERS CONSTRUCTION	\$12,000.00	299495
1ST MINOT MANAGEMENT	\$52.65	299353	SANITATION PRODUCTS	\$4,798.00	299496
BATTEIGER, JOHN	\$30.95	299354	SERTOMA CLUB OF MINOT	\$375.00	299497
DAKOTA SOUTH CONDO #14	\$157.22	299355	SHORT ELLIOTT HENDRICKSON, INC	\$42,625.00	299498
JOHNSON, COLLEEN R	\$132.70	299356	SIGN SOLUTIONS USA	\$6,011.00	299499
LOCKE, BRANDON	\$12.87	299357	SOLTIS BUSINESS FORMS CO.	\$824.00	299500
MIMC CXXXI COMMONS SUB, LLC.	\$168.53	299358	SOURIS RIVER JOINT WATER RESOURCE	\$2,224,833.61	299501
MINOT PARK DISTRICT	\$31.68	299359	SRF CONSULTING GROUP	\$56,178.28	299502
PRICE, GARY	\$98.72	299360	SWANSON & WARCUP, LTD	\$393.00	299503
SUNDBERG, CLAY	\$16.23	299361	SWANSTON EQUIPMENT COMPANIES	\$424.48	299504
TOWNLEY, PAT	\$289.77	299362	THOMSON REUTERS-WEST PAYMENT CENTER	\$372.00	299505
WATTS, ROOSEVELT	\$47.69	299363	TIMMONS GROUP	\$7,788.75	299506
RINKER MATERIALS	\$26,734.76	299364	TITAN MACHINERY	\$10,250.00	299507
ROLLKALL TECHNOLOGIES LLC	\$16.00	299365	TOLLEFSON'S	\$383.00	299508
SANITATION PRODUCTS	\$130.33	299366	TRITECH SOFTWARE SYSTEMS	\$4,813.40	299509
SHORT ELLIOTT HENDRICKSON, INC	\$47,650.00	299367	TYLER TECHNOLOGIES, INC.	\$2,352.00	299510
SIGN SOLUTIONS USA	\$33,744.86	299368	ULINE	\$64.50	299511
SOURIS RIVER JOINT WATER RESOURCE	\$51,495.15	299369	UNITED MAILING SERVICE	\$400.70	299512
SRF CONSULTING GROUP	\$20,611.15	299370	UNUM LIFE INSURANCE	\$13,228.06	299513
SUNDRE SAND & GRAVEL, INC.	\$13,091.72	299371	VERIZON WIRELESS	\$111.82	299514

SWANSTON EQUIPMENT COMPANIES	\$399.88	299372	VESSCO, INC.	\$836.24	299515
TITAN MACHINERY	\$38.75	299373	VISIT MINOT	\$26,274.43	299516
UNITED MAILING SERVICE	\$465.81	299374	WARD COUNTY RECORDER	\$20.00	299517
VISIT MINOT	\$18,172.35	299375	WARD COUNTY RECORDER	\$20.00	299518
WALLWORK TRUCK CENTER	\$217.96	299376	WESTLIE TRUCK CENTER	\$943.18	299519
WESTLIE FORD	\$43.09	299377	VERENDRYE ELECTRIC	\$67,693.41	100004955
WESTLIE TRUCK CENTER	\$361,426.17	299378	MINOT PARK DISTRICT	\$1,543.66	100005064
EMPOWER TRUST COMPANY, LLC	\$530.70	100004954	CRAFT BUILDERS, INC.	\$21,832.00	299520
EMPOWER TRUST COMPANY, LLC	\$130.76	100004957	PROJECT BEE	\$559,622.39	299521
MINOT PARK DISTRICT	\$1,501.45	100004956	UNUM LIFE INSURANCE	\$8,396.12	299522
CENTER FOR PUBLIC SAFETY MANAGEMENT, LLC	\$32,570.00	299379	ND PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$12,673.45	100005065
ND PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$149,760.32	100004958	ND PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$12,319.36	100005066
MDU	\$38,072.82	100005011	WEX HEALTH, INC	\$256.20	100004969
XCEL	\$158,897.58	100004962	XCEL	\$59.70	100005124
				\$5,363,157.01	

**6.5 GAMING SITE AUTHORIZATION- COMPANIONS FOR CHILDREN - Approve the following organization to conduct games of chance at the following locations:**

**Companions for Children (February 5, 2024 – June 30, 2024)**

- The Putt District (17 S Main St)
- The Blue Rider (118 1st Ave SE)

**6.6 ALCOHOLIC BEVERAGE LICENSE RENEWAL -- SAUL'S - Approve the alcoholic beverage license renewal for Saul's at 105 1st St SE (basement) for the period of February 5, 2024 through December 31, 2024.**

**6.7 MAYORAL APPOINTMENTS - Confirm the following appointments:**

- Trent Livedalen to replace Travis Mowbray on the MAGIC Fund Screening Committee with a term to expire December 2026.
- Doug Diedrichsen to replace John Van Dyke on the Minot Committee on Childcare.

**6.8 MINOR SUBDIVISION PLAT: WEST MINOT 2ND ADDITION - Approve a minor subdivision plat as provided in Attachment A to create West Minot 2nd Addition.**

**6.9 PLEDGED ASSETS, DECEMBER 31, 2023 - Approve the Pledged assets as of December 31, 2023.**

**6.10 ACCEPTANCE OF FY2023 STATE AND LOCAL CYBERSECURITY GRANT - Accept the FY2023 State and Local Cybersecurity Grant Program award; authorize the Finance Director to sign the grant award; and approve the proposed budget amendment on first reading.**

**6.11 2028 NDDOT URBAN PROGRAM SOLICITATION (4829) - Concur with the staff recommendations and submit the requests to the NDDOT.**

**6.12 WARD COUNTY CONNECTOR RAISE GRANT REQUEST RESUBMITTAL (4657) - Approve the funding request to resubmit a RAISE grant for the environmental study; and approve the budget amendment on 1st reading.**

**6.13 APPROVE PLANS AND SPECIFICATIONS FOR CANADIAN PACIFIC KANSAS CITY RAIL QUIET ZONE AND AUTHORIZE A CALL FOR BIDS (4781) - Approve the plans and specifications for the CPKC Quiet Zone and authorize a call for bids.**

**6.14 LANDFILL MASTER PLAN AND SUPERFUND UPDATES (3700.1) - Approve the task order in the amount of \$118,000 for CPS, Ltd. to update the Landfill Master Plan and Superfund site reuse documents; approve the budget amendment to allocate funds from landfill cash reserves; and authorize the Mayor to sign the task order on behalf of the city.**

**6.15 LANDFILL TRUCK SCALES RELOCATION – FINAL PAYMENT (4580.3) - Approve the final payment for the Landfill Truck Scales Relocation Project to Prairie Scale Systems, Inc. in the amount of \$28,468.00.**

**6.16 COMPOST SITE LEASE AGREEMENT (2024–2025) - Approve the lease agreement between the City of Minot and Trinity Church for the purpose of a compost site location and authorize the Mayor to sign the agreement on behalf of the city.**

**6.17 MINOT AIR FORCE BASE MUTUAL AID AGREEMENT - Authorize the Mayor to sign the Minot Air Force Base Fire Department Mutual Aid Agreement with the Minot Fire Department.**

**6.18 RESOLUTION ESTABLISHING FIRE PERMIT, LICENSE, AND INSPECTION FEES - Approve the resolution setting the fire inspection fees.**

6.19 SEH SCOPE OF WORK - DESIGN FOR ELECTRICAL VAULT REHABILITATION – Approve the Electrical Vault Rehabilitation final design to be conducted by Short Elliott Hendrickson Inc. (SEH); approve the budget amendment on first reading; and authorize Mayor to sign the agreement.

Motion seconded by Alderman Podrygula and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

#### **ACTION ITEMS**

##### **7.1 EMERGENCY PURCHASE – FUEL FARM JET A PUMP - APPROVED**

Alderman Pitner moved the City Council retroactively approve the emergency purchase of the pump system for the Jet A fuel at the airport owned fuel farm in the amount not to exceed \$76,010.00.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

##### **7.2 PROJECT BEE AND BROADWAY CIRCLE ACTIONS – APPROVED**

Alderman Evans moved the City Council approve the Mutual Termination Agreement with Project BEE for sub-recipient agreements related to the Broadway Circle Project pending Project Bee Board approval; accept Assignment of the Mattson Construction Contract; accept Assignment of the EAPC Construction Management Contract; authorize the Mayor and Finance Director to sign all necessary documents; approve the necessary Budget Amendment; and approve Staff proceeding with payment of pay orders prior to a Second Reading.

Motion seconded by Alderman Podrygula and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

##### **7.3 2024 WATERMAIN IMPROVEMENTS – PROCUREMENT WAIVER (4817/4818) – APPROVED**

Alderman Olson moved the City Council waive the procurement requirement for a purchase over \$50,000 and authorize a purchase using quotes.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

#### **PERSONAL APPEARANCES**

Billi Gunderson addressed the council about ADA accessibility.

#### **MISCELLANEOUS AND DISCUSSION ITEMS**

##### **9.1 MINOT INTERNATIONAL AIRPORT (MOT) 2023-25 FORECAST AND ANALYSIS**

Mike Bown presented the Minot International Airport (MOT) 2023-25 Forecast and Analysis to the City Council.

##### **9.2 RECYCLING UPDATE**

Jason Sorenson provided the City Council an update on the recycling program.

#### **ADJOURNMENT**

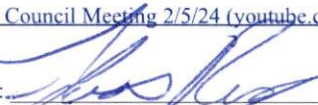
There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Olson and carried unanimously. Meeting adjourned at 7:10 pm.

For the full February 5, 2024 Regular City Council meeting video, see: [Minot City Council Meeting 2/5/24 \(youtube.com\)](https://www.youtube.com/watch?v=...).

ATTEST:

  
Mikayla McWilliams, City Clerk

APPROVED:

  
Thomas Ross, Mayor