

On April 15, 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 5:40 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 an FFA annual awards banquet, Public Works Director interviews, Spring Party at MSU, a Board of Equalization meeting, Department Head meeting, Assistant City Manager award ceremony, a meeting with the Minot Park District, Job Corp Graduation, Guns 'N' Hoses game, a housing development meeting, a MHS soccer game, a retirement celebration, DBPA quarterly meeting, and a prairie vigilance exercise on MAFB.

CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the council.

5.1 PUBLIC HEARING: ANNEXATION & ZONING MAP AMENDMENT - CHS INC.

Alderman Jantzer moved the City Council close the public hearing and approve the following in alignment with the Planning Commission recommendation:

1. An ordinance on first reading for a zoning map amendment; and
2. An ordinance on first reading to annex the subject property.

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

5.2 PUBLIC HEARING: TEXT AMENDMENT - 2024 SPRING ORDINANCE CLEAN-UP

Alderman Pitner moved the City Council close the public hearing and approve the ordinance on first reading for a zoning text amendment in alignment with the Planning Commission recommendation.

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

CONSENT ITEMS

Alderman Pitner moved the City Council approve consent items 6.1-6.6,6.8-6.12.

6.1 CITY COUNCIL MINUTES - Approved the minutes of the April 1, 2024, Regular City Council meeting and the April 9, 2024, Board of Equalization meeting.

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

1. Ordinance No 5952 - 2024 BA - 2024 Watermain Replacement Award of Bid
2. Ordinance No 5953 - 2024 BA - Hydro-Excavator Jetter
3. Ordinance No 5954 - 2024 BA - Transit Transfer Center (2023660001)
4. Ordinance No 5955 - Yield Signs to Stop Signs - Multiple Locations

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

6.3 ADMINISTRATIVE APPROVALS - Ratify the following Administrative Approvals:

1. Magic City Youth Baseball to conduct a calendar raffle for June 2024 at Jack Hoeven Baseball Complex (2630 7th Ave SW).
2. NoDak Heat to conduct a raffle on June 11, 2024 at Magic City Day Care Center South (1420 20th Ave SW).
3. Taube Museum of Art to conduct a raffle on April 30, 2024 at the Taube Museum of Art (2 N Main St).
4. Special Event Permit for VennMitchell, Inc. dba The Landing Bar & Bottleshop (2015 N Broadway).
5. Three Special Event Permits for Sports on Tap, Inc. dba Sports on Tap (220 S Broadway).
6. Special Event Permit for Duckpond Ventures, LLC dba Saul's (105 1st St SE).

6.4 GAMING SITE AUTHORIZATION RENEWALS - Approve the gaming site authorization for the following organizations to conduct games of chance during the license year of July 1, 2024 through June 30, 2025 at the following locations:

Beulah Convention & Visitors Center

- Comfort Suites (601 22nd Ave SW)
- Uncle Maddio's Pizza (3310 16th St SW #100)

Prairie Grit Adaptive Sports

- Sammy's Pizza (400 N Broadway)
- Applebee's (2302 15th St SW)

Aggie Foundation

- Off the Vine (15 S Main St)
- Army's 2.0 (12 3rd St SE)
- Best Kept Secret (2400 10th St SW)

Minot Junior Golf Association

- Bootleggerz (515 20th Ave SE Suite 2B)
- Rangers Lounge (1218 S Broadway)
- Capri Bar (2030 Burdick Expwy E)
- Dakota Lounge (1525 31st Ave SW)
- Lucky Strike Casino (1901 N Broadway)

MSU Beaver Boosters Inc.

- Sports on Tap (220 S Broadway)
- Poor Farm (201 37th Ave SW)
- Lamplighter Lounge (200 16th St SW)

6.5 MINOR SUBDIVISION PLAT - Approve a minor subdivision plate in Attachment A to create Commercial West 2nd Addition.

6.6 AUTHORIZE ADVERTISEMENT FOR AUCTION/DEMOLITION OF FLOOD BUYOUT PROPERTIES -- Authorize advertisement for auction and/or demolition of the property located at 1623 8th Ave SE, Minot, ND 58701.

6.8 FY2023 LOCAL EDWARD BYRNE JUSTICE ASSISTANCE GRANT - It is recommended City Council approve the acceptance of the FY2023 Local Edward Byrne Memorial Justice Assistance Grant (JAG); authorize the Mayor to sign the Memorandum of Understanding; and pass an ordinance to amend the 2024 annual budget to increase the Police Department operation supplies and capital revenues and expenditures for the FY2023 Edward Byrne JAG Grant.

6.9 CONSULTING ENGINEERING - PRAIRIE ENGINEERING TASK ORDER (4782) - Approve a task order for Prairie Engineering to provide engineering support services for street lighting and traffic signals as requested by the Engineering Department; approve a task order for Prairie Engineering to provide construction engineering services for Street Lighting District 65; and authorize the Mayor to sign the task orders.

6.10 NDDOT COMMUNITY WAYFINDING AGREEMENT - Approve the Community Wayfinding Agreement with the North Dakota Department of Transportation; and authorize the Mayor to sign the agreement.

6.11 CORRECTED RATES AND CHARGES RESOLUTION - Approve the corrected rates and charges resolution and authorize the Mayor to sign the corrected resolution.

6.12 PROPERTY MAINTENANCE SMALL ARTICULATING LOADER – BUCKET EXCHANGE (4768) - Approve the exchange of the small articulating loader winged blade attachment for a bucket attachment; and approve a budget amendment allocating funds for the trade-in value and the purchase of the bucket attachment.

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

6.7 2024 STRUCTURE DEMOLITION/SITE RESTORATION CONTRACT AWARD – 309 1ST AVE NE

Alderwoman Evans moved the City Council remove this item from the agenda.

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 USED FIRE ENGINE BUDGET REQUEST – APPROVED

Alderman Olson moved the City Council approve the purchase of a used fire engine and waive the City of Minot procurement requirements; and approve a budget amendment of \$400,000 for the purchase and up fit of a used fire engine on first reading.

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

7.2 CAPITAL PURCHASE OF 2025 FORD POLICE UTILITY INTERCEPTORS FROM STATE BID – APPROVED

Alderman Jantzer moved the City Council authorize the purchase of five (5) 2025 Ford Interceptor Utility vehicles using the North Dakota State Contract for a purchase amount of \$235,644.75; and approve the proposed ordinance to amend the 2024 annual budget to increase the police capital equipment expenditures for the purchase of patrol vehicles, using fund cash reserves on the first reading.

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

7.3 APPOINTMENT OF PUBLIC WORKS OPERATIONS DIRECTOR – APPROVED

Alderman Pitner moved the City Council approve the appointment of Bryan Banfill as the Public Works Operations Director.

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

7.4 ADOPT MINOT HOUSING NEEDS AND MARKET ASSESSMENT STUDY – APPROVED

Alderman Pitner moved the City Council adopt the Minot Housing Needs and Market Assessment Study as a supplement to the City's housing policy and direct staff to use its strategies as a work plan.

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

Alderman Evans asked Tom Leighton to add the affordable housing numbers if available to the report.

PERSONAL APPEARANCES

Billi Gunderson spoke to the City Council about ADA accessibility.

MISCELLANEOUS AND DISCUSSION ITEMS

9.1 CPSM STUDY PRESENTATION

Mark Piland, with the Center for Public Safety Management, presented to the City Council on the Fire and EMS Analysis study performed. Jarrod Burguan, also with CPSM, presented to the City Council on the Police Operations and Data Analysis study performed.

LIAISON REPORTS

Alderman Pitner attended the Alcohol Ordinance Review and Rewrite Committee meeting, a Department Head meeting, he discussed the Renaissance Zone updates, and work with Visit Minot. Alderman Jantzer attended an MPO meeting and mentioned an upcoming Task Force 21 Symposium next week. Alderman Burlingame and Alderman Evans had no meetings to report on.

Alderman Olson attended an MPO meeting, a SBPC Executive Board meeting, and mentioned an upcoming Liaison Committee meeting. Alderman Podrygula mentioned an upcoming Minot Commission on Aging meeting, attended an Emergency Preparedness meeting, and went to observe the Fire Department do Swift Water Rescue training.

ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderwoman Olson and carried unanimously. Meeting adjourned at 8:33 pm.

For the full April 15, 2024 Regular City Council meeting video, see: [\(1171\) Minot City Council Meeting 4/15/24 - YouTube](#).

ATTEST: Mikayla McWilliams
Mikayla McWilliams, City Clerk

APPROVED: Thomas Ross
Thomas Ross, Mayor