

On April 17, 2023, a Regular Meeting of the Minot City Council was held in the Council Chambers at City Hall. Mayor Ross call 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 and Jake Swirple with MSU led the City Council in the Pledge of Allegiance.

**MAYOR'S REPORT**

Mayor Ross presented the Minot High Boys Swim and Dive Team with their proclamation.

**CITY MANAGER REPORT**

Harold Stewart submitted a written report to the council.

**5.1 PUBLIC HEARING: ANNEXATION & ZONING MAP AMENDMENT - RIDGEDALE 2ND ADDITION**

A public hearing was held at the request of Eric Bretheim, owner for a zoning map amendment from "C2" General Commercial District to "M1" Light Industrial District for Lot 2, Ridgedale Industrial Park 2nd Addition. The request also includes annexation of the subject property and adjoining right-of-way. The purpose for the request is for unspecified future light industrial development.

The property is unaddressed and is located east of 225 45th Ave. NE.

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

**5.2 PUBLIC HEARING: ZONING MAP AMENDMENT - CENEX 4TH ADDITION**

A public hearing was held at the request of Sherry McGlaughlin on behalf of SM Real Estate, owner for a zoning map amendment from "M1" Light Industrial District to "CBD" Central Business District. The purpose for the request is to align the zoning with existing use of the property as a pool hall. The legal description for the property is Lots 1 and 3, Cenex 4th Addition.

The address for the property is 215 E. Central Ave. and 11 3rd St. NE.

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

Motion seconded by Alderwoman Olson 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 6.1-6.17.

6.1 CITY COUNCIL MINUTES - Approve the minutes of the April 3, 2023, Regular City Council meeting.

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

1. Ordinance No 5834 - 2023 BA - Polaris Park SSD #124
2. Ordinance No 5835 - 2023 BA - Traffic Signal District #2022-1
3. Ordinance No 5836 - 2023 BA - Recycling Processor Selection

(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 - Approve the administrative approvals.**

1. Souris Valley United Way to conduct a raffle on May 6, 2023 at Whiskey Nine (109 W Central Ave).
2. Gymagic Gymnastics to conduct a raffle on April 29th and 30th, 2023 at Gymagic Gymnastics (5645 18th Ave SE).
3. iMagicon Foundation to conduct a raffle on April 30, 2023 at the Auditorium (420 3rd Ave SW).
4. 2nd Story to conduct a raffle on May 5, 2023 at Off the Vine (15 Main St S).
5. NDUSBC to conduct a raffle on April 15, 16, 22, and 23, 2023 at North Hill Bowl (1901 N Broadway).
6. Special Event Permit for Der ZZ Food, LLC. dba JL Beers (2001 22nd Ave SW).

**6.4 MAYORAL APPOINTMENT - Confirmed the following Mayoral Appointment for the Minot Housing Authority Board of Commissioners:**

- Linda Madsen to replace Ron LaCount on the Minot Housing Authority Board of Commissioners with a term to expire December 31, 2027.

**6.5 GAMING SITE AUTHORIZATION- BEULAH CONVENTION AND VISITOR'S BUREAU - Approve the gaming site authorization for Beulah Convention & Visitor's Bureau to conduct games of chance during the license year of July 1, 2023 through June 30, 2024 at the following locations:**

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

**6.6 GAMING SITE AUTHORIZATION- BISHOP RYAN CATHOLIC SCHOOL - Approve the gaming site authorization for Bishop Ryan Catholic Schools to conduct games of chance during the license year of July 1, 2023 through June 30, 2024 at the following location:**

- Bishop Ryan (316 11th Ave NW)

**6.7 GAMING SITE AUTHORIZATION- EPIC CHARITIES, INC - Approve the gaming site authorization for EPIC Charities, Inc to conduct games of chance during the license year of July 1, 2023 through June 30, 2024 at the following locations:**

- Rockin' Horse (2625 E Burdick Expwy)
- Spicy Pie (1100 N Broadway)

**6.8 ALCOHOL LICENSING -- 1685, LLC - Approve the request for a Private Golf Course license for 1685, LLC dba 1685 (1912 Valley Bluffs Drive).**

**6.9 MINOR SUBDIVISION PLAT: BOLTON HEIGHTS 13TH ADDITION - Approve a minor subdivision plat as provided in Attachment A to create Bolton Heights 13th Addition.**

**6.10 MAJOR SUBDIVISION FINAL PLAT: WALSH ADDITION - Approve a major subdivision final plat as provided in Attachment A to create Walsh Addition.**

**6.11 APPROVE REQUEST FOR RENEWAL OF AIRPORT HAY LAND/CROP AGREEMENT - Approve the Request for Renewal of the Airport's Hay Land/Crop agreement; and authorize the Mayor to sign any necessary documents.**

**6.12 T-HANGAR TAXILANE AND TAXIWAY B2 ADVERTISEMENT FOR BIDS – Approve the specifications and authorize a call for bids; and authorize the Mayor, City Attorney, and Airport Director to sign the necessary documentation.**

**6.13 S BROADWAY AND BURDICK EXPWY W SIGNAL REPLACEMENT AWARD OF BID - Award the low bid to Main Electric Construction, Inc. in the amount of \$388,003.00; and authorize the Mayor to sign the agreement.**

**6.14 REQUEST TO USE ASSET FORFEITURE FUNDS TO PURCHASE EVERTEL COMMUNICATIONS PLATFORM Approve the request to use asset forfeiture funds to purchase the first 8 months of the Evertel Technologies communication platform for the Police Department; and approve the amendment to the Police Department's budget.**

**6.15 RETIREMENT OF K9 MACIE AND AGREEMENT OF SALE AND RELEASE OF CLAIMS - Approve the retirement of Police K-9 Macie; approve the Sale and Transfer of Ownership of Police K-9 Macie; and authorize the Mayor to sign the**

agreement.

6.16 LANDFILL SCALES RELOCATION - AWARD OF BID (4580.3) - Award the bid for the 2023 Landfill Truck Scales Relocation Project to Prairie Scale Systems, Inc. for the lowest bid of \$239,680.00; authorize the Mayor to sign contract documents on behalf of the City; and approve the budget amendment to allocate funds for relocating the scale house and scales.

6.17 LANDFILL PERIMETER FENCE - AWARD OF BID (4738) - Award the bid for the Landfill Perimeter Fence Project to American Security and Gate for the lowest bid of \$21.65 per foot; authorize the Mayor to sign contract documents on behalf of the City; and approve the budget amendment to allocate funds for the project.

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

#### **ACTION ITEMS**

##### **7.1 PARKING RESTRICTIONS – 1ST STREET SE AND 1ST AVENUE SE – APPROVED**

Alderman Jantzer moved the City Council pass an ordinance to modify parking restrictions near the intersection of 1 Street SE and 1 Avenue SE:

1. Modify the east side of 1 Street SE, south 60-feet to south 130-feet from the center of the 1 Avenue SE intersection from 2-hour 9:00 AM to 5:00 PM to 1-hour 9:00 AM to 5:00 PM
2. Modify the south side of 1 Avenue SE, east 55-feet to east 100-feet from the center of the 1 Street SE intersection from 2-hour 9:00 AM to 5:00 PM to 1-hour 9:00 AM to 5:00 PM

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

##### **7.2 REVISION OF CHAPTER 2, ARTICLE V, DIVISION 4 (HUMAN RELATIONS COMMITTEE) – APPROVED**

Alderman Evans moved the City Council approve the amended ordinance, on first reading, to revise Chapter 2, Article V, Division 4 (Human Relations Committee) of the City of Minot Code of Ordinances.

Anyone interested in being a part of the Human Relations Committee can either e-mail the City Clerk at [mikayla.mcwilliams@minotnd.gov](mailto:mikayla.mcwilliams@minotnd.gov) or submit a volunteer form on the City of Minot website [www.minotnd.gov](http://www.minotnd.gov).

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

#### **PERSONAL APPEARANCES**

There were no personal appearances.

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

##### **9.1 CAPITAL IMPROVEMENT PLAN PRESENTATION (4754)**

Lance Meyer, City Engineer, presented the City Council the 2024-2028 Capital Improvement Plan. The council discussed new sidewalk projects, the Anne Street Bridge, and the non-developed portion of Sunset Blvd. This item had no recommended action for the meeting, it was informational only.

##### **9.2 SISTER CITY INVITATION AND TRIP**

There was an official invite to have delegates from MSU, MACEDC, Hostfest Board, Minot Public Schools, and the Mayor of the City of Minot to come to Norway in May of 2023.

#### **LIAISON REPORTS**

Alderman Pitner attended a Visit Minot TRF meeting. Alderman Jantzer attended the Ad Hoc: Employee Benefits and Wage Review meetings and the Liaison meeting. Alderman Burlingame attending the Ad Hoc: Employee Benefits and Wage Review meetings and a meeting on Childcare in Minot.

Alderwoman Olson attended the Childcare in Minot meeting, the Liaison Committee meeting, a Souris Basin Planning Loan Review meeting, and the Minot Commission on Aging event. Alderman Podrygula attended an Emergency Resource Council meeting, a Ward County 911 meeting, the Minot Commission on Aging event, and a Ward County Planning Commission meeting. Alderwoman Evans attended a Library Board meeting and is working with a panel on the Housing Needs and Analysis Study. Mayor Ross attended an MACEDC meeting and a Task Force 21 Global Thunder event.

The City Council also discussed the many memories of the Council Chambers. The talked about the flood protection progress, being sworn in, the efforts to keep the MAFB with Task Force 21, implementing the smoke free family dining experience, repealing breed specific animal ordinances, the opposition seen on flying the PRIDE flag in 2020, the progress on low income housing, and the history, dedication, and passion of all the people who served the community of Minot as a council member over the years.

#### **ADJOURNMENT**

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Podrygula and carried unanimously. Meeting adjourned at 7:29 pm.

For the full April 17, 2023 Regular City Council meeting video, see: [City Council - April 17, 2023 - YouTube](#).

ATTEST: Mikayla McWilliams  
Mikayla McWilliams, City Clerk

APPROVED: Thomas Ross  
Thomas Ross, Mayor