



Regular City Council Meeting

Monday, June 17, 2024, at 5:30 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. PLEDGE OF ALLEGIANCE
3. MAYOR'S REPORT
4. REPORTS
  - 4.1. CITY MANAGER'S REPORT
5. PLANNING COMMISSION
  - 5.1. JUNE 2024 PLANNING COMMISSION MEETING MINUTES
6. CONSENT ITEMS
  - 6.1. CITY COUNCIL MINUTES

**RECOMMENDED ACTION**

**It is recommended City Council approve the minutes of the June 3, 2024 Regular City Council meeting.**

- 6.2. ORDINANCES

**RECOMMENDED ACTION**

**It is recommended City Council approve the following ordinances on second reading:**

- 1. Ordinance No 5973 - 2024 BA - Early Warning Sirens- FEMA Grant**
- 2. Ordinance No 5974 - Organizational Meeting**
- 3. Ordinance No 5975 - 2024 BA - Edward Byrne JAG Grant (2022)**
- 4. Ordinance No 5976 - 2024 BA - CDMPO 2024 Budget**

- 6.3. ADMINISTRATIVE APPROVALS

## **RECOMMENDED ACTION**

It is recommended City Council ratify the following administratively approved requests:

1. Six Special Event Permits for the Blue Rider (118 1st Ave SE).
2. Four Special Event Permits for Sports on Tap (220 S Broadway).
3. Special Event Permit for Starving Rooster (30 1st St NE).
4. Six Special Event Permits for the Pointe of View Winery (8413 19th Ave NW).
5. Special Event Permit for Saul's (105 1st St SE Basement).
6. Special Event Permit for On the Rocks (614 3rd St NE).
7. Special Event Permit for the Lamplighter Lounge (200 16th St SW).
8. Youthworks to conduct a raffle on June 6, 2024 at Corbett Field (1124 E Burdick Expy).
9. Trinity Health Foundation to conduct a raffle on August 12, 2024 at Souris Valley Golf Course (2400 14th Ave SW).
10. Magic City Equality to conduct a raffle on June 9, 2024 at Arny's 2.0 Lounge and Bottle Shop (12 3rd St SE).
11. Trinity Health Foundation to conduct a raffle on September 7, 2024 at Dakota Square Arco (1520 21st Ave SE).
12. Zion Lutheran Church Youth to conduct a raffle on June 11, 2024 at Corbett Field (1124 E Burdick Expy).
13. Minot Area Council of the Arts to conduct a raffle on every Tuesday in June and August at Arts in the City Downtwon Outdoor Event (Main St. between Central Ave and 2nd Ave).
14. Granville FFA to conduct a raffle on June 14, 2024 at Corbett Field (1124 E Burdick Expy).
15. Minot Y's Men Club to conduct a sports pool September 9, 2024- December 31, 2024 at Minot Family YMCA (3515 16th St SW).
16. Souris Valley Ducks Unlimited to conduct a raffle on June 13, 2024 at Corbett Field (1124 E Burdick Expy).

## 6.4. GAMING SITE AUTHORIZATION RENEWALS

### **RECOMMENDED ACTION**

It is recommended City Council 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:

- Minot Junior Golf Association - Trappers Lounge (2401 Elk Drive)
- Loyal Order of Moose Minot Lodge 822 - Moose Lodge (400 9th St SW)

6.5. MINOR SUBDIVISION PLAT TO BE KNOWN AS MEADOWBROOK ESTATES 9TH ADDITION TO THE CITY OF MINOT, NORTH DAKOTA

**RECOMMENDED ACTION**

**It is recommended City Council approve the proposed minor subdivision plat as provided in Attachment A.**

6.6. MINOR SUBDIVISION PLAT TO BE KNOWN AS MURPHY ADDITION TO THE CITY OF MINOT, NORTH DAKOTA

**RECOMMENDED ACTION**

**It is recommended City Council approve the proposed minor subdivision plat as provided in Attachment A.**

6.7. LEASE RENEWAL HANGAR S1, SOUTHSIDE LOT 1

**RECOMMENDED ACTION**

**It is recommended City Council approve the option of lease terms for hangar S1 owned by Scott Rustad; and authorize the Mayor to sign the contracts.**

6.8. ACCEPTANCE OF WELLNESS CANINE DONATION FROM BLUEGRASS BERNADOODLES

**RECOMMENDED ACTION**

**It is recommended City Council accept the donation of the wellness comfort canine from Bluegrass Bernadoodles.**

6.9. TELEWORK POLICY

**RECOMMENDED ACTION**

**It is recommended City Council approve the Telework Policy.**

6.10. DEAD LOOP REHAB STUDY

**RECOMMENDED ACTION**

- 1. It is recommended City Council approve the project and authorize the Mayor to sign contract documents; and**
- 2. Approve a budget amendment in the amount of \$24,160.00.**

6.11. PROFESSIONAL ENGINEERING AGREEMENT WITH NDDOT FOR 16TH STREET INTERCHANGE REHABILITATION STRUCTURE PAINTING (4753.1)

**RECOMMENDED ACTION**

**It is recommended City Council approve the professional engineering agreement with the NDDOT and authorize the Mayor to sign the agreement.**

**6.12. 16TH STREET INTERCHANGE REHABILITATION ENGINEERING AGREEMENT WORK ORDER 2 (4753)**

**RECOMMENDED ACTION**

- 1. It is recommended City Council approve Amendment 1 to Work Order 1;**
- 2. Approve Work Order 2; and**
- 3. Authorize the Mayor to sign Amendment 1 and Work Order 2**

**6.13. BIDDING OF FIRE ALARM CONTROL PANEL SYSTEM AND INSTALLATION FOR AIRPORT**

**RECOMMENDED ACTION**

- 1. It is recommended City Council authorize City staff to advertise and solicit bids for the fire alarm control panel system and installation; and**
- 2. Authorize the Mayor to execute a contract.**

**6.14. BID FOR PICKUPS (4863)**

**RECOMMENDED ACTION**

**It is recommended City Council approve the bid from Westlie Motor Company in the amount of \$44,073.00.**

**6.15. APPOINTMENT OF SPECIAL ASSISTANT CITY ATTORNEY, SEYMOUR JORDAN**

**RECOMMENDED ACTION**

- 1. It is recommended City Council approve the appointment of Seymour Jordan, Divide County States Attorney, to act as Special Assistant City Attorney in Minot Municipal Court Case Nos. MI-2024-CR-00141, MI-2024-CR-00142/Ward County District Court Case Nos. 51-2024-CR-00795, 51-2024-CR-00796; and**
- 2. Authorize the City Attorney and Mayor to sign any necessary paperwork to complete the appointment.**

6.16. MINOT PUBLIC LIBRARY - BUDGET AMENDMENT

**RECOMMENDED ACTION**

**It is recommended City Council accept the donation from the Patrons of the Library group to enhance the Minot Public Library's Story Stroll and approve the budget amendment on first reading.**

6.17. ACCOUNTS RECEIVABLE POLICY UPDATE

**RECOMMENDED ACTION**

**It is recommended that the City Council approve the proposed Accounts Receivable policy for the City of Minot.**

6.18. ORDINANCE CHANGE FOR SECTION 7-35 ANIMAL PERFORMANCE PERMITS

**RECOMMENDED ACTION**

**It is recommended City Council approve the proposed ordinance on first reading.**

6.19. BACK THE BLUE GRANT FUNDING HIRING BONUS

**RECOMMENDED ACTION**

- 1. It is recommended City Council approve a \$1,000 hiring bonus to applicants hired as sworn police officers by the Minot Police Department (payable in their first check), and a \$4,000 hiring bonus upon completion of their 8-week in-house training with funds from the "Back-the-Blue" grant; and**
- 2. Authorize the Police Chief to sign any necessary documentation.**

6.20. APPROVE BUDGET AMENDMENT FOR REMAINING MILESTONES OF NEW DISPATCH CENTER

**RECOMMENDED ACTION**

**It is recommended the City Council approve the budget amendment for the remaining milestone payments for the new dispatch center and authorize payment to be made prior to the second reading.**

7. ACTION ITEMS

7.1. PUBLIC HEARING: DEMOLITION OF DANGEROUS BUILDING LOCATED AT 511 7TH ST NE, MINOT, ND 58703

## **RECOMMENDED ACTION**

- 1. It is recommended City Council find that the damaged residence located at 511 – 7<sup>th</sup> St NE, Minot, ND 58703 is a dangerous building as defined by City Ordinance [Sec. 9-2 \(11\)](#) and [9-11\(1\) - \(8\)](#); and**
- 2. Direct City staff to collect three bids and select the best and most cost-effective bid.**

### **7.2. FINAL SUBDIVISION PLAT TO BE KNOWN AS FOREST ACRES 2ND ADDITION TO THE CITY OF MINOT, NORTH DAKOTA**

#### **RECOMMENDED ACTION**

**It is recommended City Council approve the proposed final subdivision plat as provided in Attachment A.**

### **7.3. FINAL SUBDIVISION PLAT TO BE KNOWN AS NAPA VALLEY 20TH ADDITION TO THE CITY OF MINOT, NORTH DAKOTA**

#### **RECOMMENDED ACTION**

**It is recommended City Council approve the proposed final subdivision plat as provided in Attachment A.**

### **7.4. REGIONAL CARBON DIOXIDE STORAGE FACILITY**

#### **RECOMMENDED ACTION**

**It is recommended City Council support the project and authorize staff to assist in developing a joint powers agreement with other western ND water systems to seek funding and construction of a regional carbon dioxide storage facility.**

### **7.5. NOK BACK TAVERN EXECUTIVE SESSION RECORDINGS AND RECORDS**

#### **RECOMMENDED ACTION**

- 1. It is recommended City Council move to [release/not release] the March 18th and any other executive session recordings that concern the City's purchase of the Nok Back Tavern; and**
- 2. Move to [release/not release] any records, to include documents, memos, and emails regarding the Nok Back Tavern purchase that were provided to the City Council prior to or during the March 18, April 15, May 6th, and any other executive sessions held to negotiate the Nok Back Tavern purchase.**

### **7.6. DRIVEWAY APPEAL - 1109 HIAWATHA ST**

**RECOMMENDED ACTION**

**It is recommended City Council not grant the special permit.**

7.7. APPROVE TIME EXTENSION FOR APPLICATION FI-9 (111 S. MAIN)

**RECOMMENDED ACTION**

**It is recommended City Council approve an amendment to the facade improvement program loan agreement between the City and the Irene Pitner Trust to afford the applicant until July 31, 2024 to complete their facade improvements.**

8. PERSONAL APPEARANCES
9. MISCELLANEOUS AND DISCUSSION ITEMS
10. LIAISON REPORTS
11. ADJOURNMENT