

February 3, 2020 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – FEBRUARY 3, 2020 AT 5:30 P.M.

ROLL CALL

Members Present:

Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky

Members Absent:

None

PLEDGE OF ALLEGIANCE

Mayor Sipma presiding and led the City Council in the Pledge of Allegiance.

MAYOR'S REPORT

Mayor Sipma described some of his meetings and activities over the past month.

January 7th – Marketplace for Kids at MSU

January 7th – Police Chief Interviews

January 10th – MAFB Honoree Commander Ceremony

January 15th – MAFB Team Minot Admiral Charles Richard Commander US Strategic Command

January 17th – Ward County Weed Board

January 20th – John Sinn's 99th Birthday at Visit Minot

January 21st – Special and Regular City Council meetings

January 22nd – Coffee with a Cop

January 23rd – KHRT Radio Interview

January 28th – City Hall Security Meeting

January 28th – Prairie Business Magazine Meeting

January 30th – MADC / Chamber Meeting

January 31st – Police Chief Jason Olson and Dispatch Barb McPeak Retirement

He also said, there were numerous meetings, phone calls, e-mails, and individual contact concerning City business.

He then reminded the public that the State of the City Address will be held February 6th at Magic City Campus Arvel Graving Theater. The open house begins at 4:45 followed by the State of the City Address at 5:30 and a social afterwards.

PROCLAMATION – GIVING HEARTS DAY

The Mayor Proclaims February 13, 2020 Giving Hearts Day.

WHEREAS, the goals of Giving Hearts Day are to raise awareness of the charitable non-profit sector and its organizations in North Dakota, to promote online giving, and to provide donors with the opportunity to multiply the results of their giving; and

WHEREAS, Giving Hearts Day is a powerful example of the private sector providing assistance to charitable, non-profit organizations that offer vital services to improve the quality of life for many members of our community; and

WHEREAS, the charitable, non-profit sector supports individuals and families with quality programs, materials and funds that promote, encourage, and sustain independence and self-sufficiency; and

WHEREAS, in order to provide these benefits, charities need ongoing funds to continue providing long-term, sustainable services to our residents in need; and

WHEREAS, these charities have demonstrated a need for collaboration and resources, and have joined together for this 24-hour fundraising event that is dedicated to inspiring online donations for charities at impactgiveback.org;

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NOW, THEREFORE, DO I, Shaun Sipma, Mayor of the City of Minot, hereby proclaim Feb. 13, 2020, as Giving Hearts Day in Minot, and call upon public officials, business and community leaders, and all Minot residents to observe this day with appropriate activities and programs; recognize charitable non-profits, their staffs and volunteers who provide essential services to our community; and support Giving Hearts Day by volunteering or providing financial support to local charities in Minot and central North Dakota at givingheartsday.org.

MAYORAL APPOINTMENTS – APPROVED

Alderman Jantzer moved the City Council confirm the following Mayoral appointments:

Visit Minot

Jesse Zwak reappointed with a term to expire December 31, 2022.

Gabriel Mejia appointed to replace Lorena Starkey with a term date of December 31, 2022.

Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

CITY MANAGER REPORT

The City Manager began by listing important upcoming dates. The State of the City is February 6th, a Public Input meeting on MREFPP February 10th, Offices will be closed February 17th for President's Day, City Council meeting February 18th, the ARBI Conference February 18th-20th, and MADC Annual Meeting February 25th.

He recapped NDR updates, beginning with City Hall Relocation. The City Council directed staff to hire an architect to develop reports on the "M" Building and Wells Fargo Building. Staff hired JLG to develop the reports and provide the information to Council before the physical tours take place on March 9th. A special Council meeting will be held at 4:30 to begin a tour of each building. He cautioned that the "M" building does not currently have power so there is no lighting, heat, or ADA accessible elevators. The recommendation will then be considered at the March 16th City Council meeting.

The City has moved on to the third option for the Downtown Gathering Space. The landowner has expressed interest in selling so the environmental review process is underway. A special City Council meeting is scheduled for February 24th to discuss NDR programs and financial status which may lead to modifications to some activities.

Mr. Barry continued by describing the Minot Complete Count Committee and Census 2020. They have adopted the slogan "More Means More," which encapsulates the idea that more people counted in the census means more federal funding, more opportunities for business, and more jobs for our residents. The committee has done a great job applying for grants and advertising will begin March 1st with many activities to follow.

The City Manager described the process the Interim Taxation Committee has undergone over the past Legislative Session and how they plan to move forward. A Special Assessment Revenue Replacement Study took place in an attempt to find alternatives for special assessments. The City of Minot does not heavily depend on special assessments because most situations require the developer to cover the costs for development. However, the City would like to preserve local control and allow the tool to remain as a financial option.

The cleaning and repair of the Parking Structures is done, as well as lighting replacement and roofing. Due to the fact the structures have been without a roof since they were constructed, the Central Ramp needs EFIS repairs, which will be added to the City's claim. The next improvements include installation of security cameras bird control. Litigation involving the Parking Structures began in March 2018 on breach of contract claims. Attorneys are working through discovery and a suit is tentatively scheduled for September, 2020.

Mr. Barry shared statistics from the recent Free Dump Week, which experienced a record amount of waste collection. During the nine-day event, the City saw a 40% increase in tickets at the scale and a 47% increase in tonnage. The next free dump week will be with the spring cleanup in May.

The City Manager invited members of the community to participate in Citizens Academy through the Police Department. Sessions include patrol operations, crime scene response unit, special operations, and use of force/weapons familiarization. Citizens Academy will take place Tuesday nights at 6:00 pm May 5-26 and those interested can contact Master Police Officer Aaron Moss.

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He then recognized Master Officer Aaron Moss for receiving the Local Superhero Award from the Minotauros as part of their annual Superhero Night. Officer Moss was nominated and selected for his commitment to crime prevention.

The City Manager and Mayor then congratulated Barb McPeak, PSAP Manager and Police Chief Jason Olson for their retirement from the Police Department. The Mayor conducted a swearing-in ceremony for the new Chief of Police, John Klug, followed by a pinning ceremony.

The City Manager concluded with a video promoting the State of the City event.

Following the City Manager's report, Alderman Straight requested staff provide information on the NDR budget and benchmark activities prior to the special Council meeting. The City Manager confirmed.

CITY ATTORNEY REPORT

The City Attorney submitted a written report.

APPROVAL OF THE MINUTES – APPROVED

Alderman Pitner moved the City Council approve the minutes of the January 6, 2020 regular City Council meeting, the January 21, 2020 special City Council meeting and the January 21, 2020 regular City Council meeting.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

BILLS AND TRANSFERS – APPROVED

Alderman Pitner moved the City Council approve the bills and transfers as listed for January in the amount of \$4,870,707.12 as follows:

ABM EQUIPMENT & SUPPLY INC. 280899	66.91	APCO INTERNATIONAL 1001791	94.00
ACKERMAN ESTVOLD 280704	8735.00	APEX ENGINEERING GROUP 280865	18895.12
ACKERMAN ESTVOLD 280900	13885.00	APEX ENGINEERING GROUP 280904	6636.05
ACME TOOLS 280901	1329.99	APH/AUTO VALUE 280905	118.82
ACME TOOLS 1001777	5959.82	APPLE BOOKS 1001792	574.65
ADOBE SYSTEMS INC. 1001778	29.99	ARAMARK 1001793	909.92
ADVANCED BUSINESS METHODS 280705	10624.69	ARROWHEAD ACE HARDWARE 1001794	187.52
ALERT-ALL CORPORATION 1001779	3440.00	ASCAP 280866	363.00
ALL AMERICAN TROPHIES 280706	113.95	AT&T 281035	5450.09
ALL AMERICAN TROPHIES 1001780	2642.00	AT&T 1001796	3844.53
ALL SEASON ARENA 280707	16443.76	ATSSA 1001797	83.00
AMANO MCGANN, INC 280864	60.00	ATTIC, THE 1001798	10.05
AMAZON.COM 1001785	8285.28	B & H PHOTO-VIDEO 1001799	389.25
AMERICAN PLANNING ASSOC 1001786	496.00	BACH, JAYDEE 280906	44.96
AMERICAN PUBLIC WORKS ASSN. 1001787	552.66	BAG LLC 280907	100.00
AMERICAN SOCIETY OF LANDSCAPE ARCHI 1001788	460.00	BAKER & TAYLOR BOOKS 1001801	14998.77
AMERICAN WATER WORKS ASSN. 1001789	85.00	BAKKE GRINOLDS WIEDERHOLT 280712	213.80
AMERICAN WELDING & GAS, INC. 280708	7646.21	BALCO UNIFORM COMPANY, INC. 280713	335.00
AMERICAN WELDING & GAS, INC. 1001790	252.00	BARRY, TOM 280908	.00
AMERIPRIDE 280709	76.64	BARRY, TOM 281038	55.00
AMERIPRIDE 280902	76.64	BATTERIES PLUS BULBS #639 1001802	986.11
AMERITAS LIFE INSURANCE CORP 280710	2275.94	BAUER, KATHERINE 280714	41.76
ANTON PAAR USA, INC. 280903	35074.00	BCBS 280867	20.00

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BERRY DUNN MCNEIL & PARKER LLC	29087.34	1001803	FACTORY MOTOR PARTS	567.44	280955
BEST BUY BUSINESS ADVANTAGE ACCOUNT	1864.14	1001804	FACTORY MOTOR PARTS	638.01	1001835
BILL BARTH FORD INC	23100.00	280716	FARGO FIREFIGHTERS LOCAL 642	450.00	280956
BLUETARP FINANCIAL, INC	71.45	280717	FARSTAD OIL CO	766.35	280753
BLUETARP FINANCIAL, INC	1117.42	1001805	FASTENAL COMPANY	521.02	1001836
BMI	364.00	280910	FEDERAL EXPRESS	12.28	280754
BOOK SYSTEMS, INC	1720.00	280718	FEDERAL EXPRESS	141.88	1001837
BORDER STATES INDUSTRIES INC	239.04	1001806	FERGUSON ENTERPRISES, INC	92.37	1001838
BOUND TREE MEDICAL	126.92	1001807	FERGUSON WATERWORKS #2516	1451.59	1001839
BRAYS SADDLERY	50.00	1001808	FERRELLGAS, L.P.	5.00	280957
BROADWAY PRINTING COMPANY	789.78	280911	FIRE EQUIPMENT CO.	514.00	1001840
BROADWAY PRINTING COMPANY	325.50	281039	FIRST DISTRICT HEALTH UNIT	20833.33	280874
BUDGET MUSIC & VIDEO	149.52	1001809	FIRST INTERNATIONAL BANK & TRUST	1220.00	281047
BURNS, CALLIE	32.84	280719	FIRST WESTERN INSURANCE	5650.00	280755
BUTLER MACHINERY CO.	.00	280721	FLAGSTAD, SANDY	5.00	280875
BUTLER MACHINERY CO.	2215.63	280868	FLEETMIND SOLUTIONS INC	85.81	1001841
BUTLER MACHINERY CO.	567.22	280912	FUNKE, LANDI	2.55	280757
BUTLER MACHINERY CO.	635.79	1001810	G & P COMMERCIAL SALES	28.56	280958
C&C PLUMBING AND HEATING	3710.54	1001811	G & P COMMERCIAL SALES	534.89	1001842
CARNEGIE LIBRARY OF PITTSBURGH	19.99	281040	GAFFANEYS	460.45	1001843
CAROLINA SOFTWARE	250.00	280722	GALE	309.69	280959
CDM SMITH	241380.00	280723	GALLS LLC	167.21	280758
CDW GOVERNMENT INC	214.48	280913	GALLS LLC	69.08	1001844
CDW GOVERNMENT INC	37010.45	1001813	GAME STOP	2276.40	1001845
CELLEBRITE USA, CORP	3700.00	280914	GEARGRID CORPORATION	1061.00	1001846
CENEX	33.26	280724	GEMAR PHOTOGRAPHY	175.00	1001847
CENTRAL MACHINING&PUMP REPAIR	1995.65	280725	GENERAL TRADING	224.34	280759
CHET'S SHOES STORE 6	198.00	1001814	GENERAL TRADING	136.15	280960
CITY LAUNDRY	18.00	1001815	GENERAL TRADING	629.86	1001848
CITY OF MINOT	100.00	280726	GERDAU RECYCLING	213.43	280760
CIVICPLUS	1736.44	280915	GERDAU RECYCLING	216.86	280961
CNA SURETY	50.00	1001816	GERDAU RECYCLING	247.80	1001849
COLONIAL LIFE PREMIUM PROCESSING	2626.64	280869	GOETTLE, SHANE C	3500.00	280761
COMMUNITY AMBULANCE SERVICE	34.00	280727	GOOSENECK IMPLEMENT	243.50	280962
COMMUNITY AMBULANCE SERVICE	18.00	281041	GOOSENECK IMPLEMENT	128.34	1001850
COMPLETE WAREHOUSE SUPPLY	3348.54	280916	GRAND FORKS FIRE EQUIPMENT	26617.81	280762
COMPUTER STORE	239.98	1001817	GRANITE SPRINGS CO.	107.00	1001851
COOKIES FOR YOU	900.00	280917	GRAPHICS LETTERING & TRIM	415.00	280763
COOMER, KAITLYN	10.00	280918	GRAVEL PRODUCTS, INC.	2337.32	1001852
CORE & MAIN	3843.48	1001818	GUZMAN, ALAN RICARDO JUAREZ	230.54	280963
CORRPRO COMPANIES	2270.00	280919	H & H TRUCKING	10262.19	280764
CPS, LTD	6203.75	281042	H & H TRUCKING	5264.36	280964
CREDIT COLLECTIONS BUREAU	335.85	280870	HACH	199.46	1001853
CREDIT COLLECTIONS BUREAU	335.85	281043	HAWKINS, INC	3729.60	280765
CUMMINS POWER, LLC	750.00	1001819	HELGESON, DAVID	126.50	280965
CURELO, STEVE	126.50	281044	HENRY, JAIDYNJEAN	200.00	280766
CURT'S STARTER & ALT. SERVICE	305.84	280920	HIGH POINT NETWORKS, LLC	393.75	280767
DACOTAH PAPER CO.	7725.11	280921	HOBBY LOBBY	30.92	1001854
DACOTAH PAPER CO.	1234.48	1001820	HOLIDAY INN	856.80	1001855
DAKOTA FIRE EXTINGUISHER	119.98	280871	HOME DEPOT CREDIT SERVICES	534.71	1001856
DAKOTA FIRE EXTINGUISHER	3922.47	1001821	HOME OF ECONOMY	7946.89	1001857
DAKOTA FLUID POWER, INC	1012.56	280728	HOUSTON ENGINEERING, INC	25004.66	281048
DAKOTA FLUID POWER, INC	82.32	1001822	HOWARD, DAVID	50.00	280768
DAKOTA SUPPLY GROUP	632.04	280729	HOWARD, DAVID	50.00	280966
DAKOTA TRACK SIDE	450.00	1001823	IAAI	70.00	1001858
DAKOTA TRUCK & FARM	880.25	280730	INFORMATION TECHNOLOGY DEPARTMENT	2689.95	280770
DAKOTALAND AUTOGLASS	470.00	280731	INNOVATIVE OFFICE SOLUTIONS LLC	209.19	1001859
DAKOTALAND AUTOGLASS	225.00	280922	INSPECTION REFUNDS	20.00	280771
DAKOTALAND AUTOGLASS	225.00	1001824	INTERNATIONAL ASSOC OF ELEC INSP	486.78	1001860
DECOTEAU, WILLIAM	137.50	280872	INTERNATIONAL CODE COUNCIL, INC	865.00	1001861
DEERE CREDIT, INC	58448.57	281045	INTERSTATE BATTERY SYSTEM	361.85	280772
DELL FINANCIAL SERVICES	13354.97	280923	INTERSTATE BATTERY SYSTEM	500.20	280967
DELL MARKETING L.P.	2752.28	280732	J C PENNEY CO	39.97	1001862
DELL MARKETING L.P.	1538.47	280924	JAMAR TECHNOLOGIES, INC.	995.00	1001863
DELTA AIR LINES	608.00	1001825	JEROMES COLLISION CENTER	935.57	1001864
DEMCO	2340.96	1001826	JERRY'S REPAIR & ALIGNMENT	85.00	280968
DETERT, REBEKA	25.00	280925	JIMS WELDING, INC.	257.50	1001865
DIRECTV	262.97	1001827	JOB SERVICES OF NORTH DAKOTA	9381.20	280774
DOLAN CONSULTING GROUP	95.00	1001828	JOHNSON CONTROLS	5135.00	280969
DOMESTIC VIOLENCE CRISIS CENTE	2428.35	280733	KADRMAS, LEE & JACKSON (BISMARCK)	102748.37	280970
DOMESTIC VIOLENCE CRISIS CENTE	26624.98	280873	KARL'S TV & APPLIANCE	849.99	1001866
DON BESSETTE MOTORS	503.36	280734	KIWANIS CLUB OF MINOT	150.00	280876
DORSEY & WHITNEY	4623.70	280735	KIWANIS CLUB OF MINOT	150.00	280971
DUCK'S TOWING	75.00	280926	KLANG, ERIC	591.56	280972
DUMMIES UNLIMITED INC.	1360.25	1001829	KLIMPEL EXCAVATING, INC.	140.00	280775
DXP ENTERPRISES, INC	3830.00	1001830	KLIMPEL EXCAVATING, INC.	105.00	281049
EAPC ARCHITECTS	18960.00	280736	L-TRON CORPORATION	344.00	1001867
EAPC ARCHITECTS	39427.36	280927	LANDRUM AND BROWN, INC	4642.04	280973
ECKMANN, TERRY PH.D.	125.00	280928	LAVERDURE, SHANE	100.00	280776
ECOLAB	380.29	280737	LAVERDURE, SHANE	100.00	280974
ECOLAB	94.04	1001831	LEXISNEXIS MATTHEW BENDER	249.61	280975
EDWARDS, DAVID	1425.34	281046	LEXISNEXIS MATTHEW BENDER	82.53	1001868
ELDORADO NATIONAL - CALIFORNIA	3033.28	280738	LHOIST NORTH AMERICA OF MISSOURI	14423.76	280777
ELDORADO NATIONAL - CALIFORNIA	338.96	280929	LHOIST NORTH AMERICA OF MISSOURI	7196.70	280976
EMERGENCY AUTOMOTIVE TECHNOLOGIES	652.43	280930	LOCATORS & SUPPLIES	535.43	280977
ENERBASE	38265.85	280751	LOWES GARDEN CENTER	632.35	1001869
ENERBASE	32648.89	280953	LOWES PRINTING, INC.	195.00	280778
ENERBASE	3836.00	1001832	LOWES PRINTING, INC.	215.00	281050
ENVIRONMENTAL PRODUCTS & ACCESS	140.87	280954	LOWES PRINTING, INC.	529.45	1001870
ENVIRONMENTAL PRODUCTS & ACCESS	1831.81	1001833	M&T FIRE AND SAFETY INC	701.00	1001871
EXPRESSWAY SUITES	172.80	1001834	MACA	150.00	280978
FACTORY MOTOR PARTS	691.50	280752	MADC	30416.67	280779

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MAIN ELECTRIC CONSTRUCTION	97.00	280780	NORTHERN TRUCK EQUIPMENT CORP	358.09	280996
MAIN ELECTRIC CONSTRUCTION	159.23	280979	NORTHWEST TIRE AND RETREAD	5500.92	280813
MAIN ELECTRIC CONSTRUCTION	8430.42	281051	NORTHWEST TIRE AND RETREAD	40.00	280887
MARCO, INC	232.54	280781	NORTHWEST TIRE AND RETREAD	1471.70	280997
MARCO, INC	568.00	280783	NORTHWEST TIRE AND RETREAD	60.00	1001907
MARKET SHARE BRANDS INC	911.21	1001872	NOVA FIRE PROTECTION CO.	76.00	1001908
MARKETPLACE FOODS	201.39	1001873	NTOA	236.00	1001909
MARKETPLACE FOODS SOUTH BROADWAY	47.16	1001874	O'DAY EQUIP. INC.	405.00	280888
MARYLAND DEPT OF TRANSPORTATION	12.00	280879	O'DAY EQUIP. INC.	816.70	1001911
MATERIAL TESTING	5757.00	1001875	O'REILLY AUTO PARTS	5.23	1001912
MCR MEDICAL SUPPLY	1562.19	1001876	OCLC	1359.48	1001913
MECHMAN ALTERNATORS	599.00	1001877	OFF BROADWAY LAUNDROMAT	14.00	280814
MENARDS	17.72	280980	OFFICE DEPOT	2531.23	1001916
MENARDS	2911.82	1001880	OK AUTOMOTIVE	343.08	1001917
MICROSOFT CORPORATION	150.70	280785	OLSON ALUMINUM CASTINGS	981.93	280815
MICROSOFT CORPORATION	1828.00	1001881	OLSON'S TOWING	3725.00	280817
MID-STATES ORGANIZED CRIME INFO CTR	250.00	280786	OMNI DISTRIBUTION, INC.	4796.00	1001918
MIDSTATES WIRELESS, INC	112.50	280787	ORR, JEREMIAH	137.50	280889
MIDSTATES WIRELESS, INC	56.25	281052	OVERDRIVE	1912.82	280818
MILLER LAW OFFICE, P.C.	262.50	280788	OVERHEAD DOOR CO. OF MINOT	9495.20	280819
MINOT AREA SAFETY ASSOCIATION	150.00	280880	OVERHEAD DOOR CO. OF MINOT	3750.00	280890
MINOT ASSOC. OF BUILDERS	950.00	1001882	OVERHEAD DOOR CO. OF MINOT	495.50	1001919
MINOT AUTO	1364.58	280792	PACIFIC INNOVATIONS ENTERPRISES	844.11	280998
MINOT AUTO	1635.92	280985	PALMVID INC	479.10	1001920
MINOT AUTO	127.81	1001883	PARSONS ELECTRIC LLC	125.00	280820
MINOT AUTOMOTIVE CENTER	260.99	280793	PARSONS ELECTRIC LLC	11332.00	280999
MINOT CHAMBER OF COMMERCE	50.00	280794	PARTY CITY	29.81	1001921
MINOT CITY AUDITOR	169.00	280881	PDQ.COM CORPORATION	900.00	1001922
MINOT CITY AUDITOR	100.00	281053	PEREZ JR., ISRAEL	150.00	281000
MINOT COMMISSION ON AGING	8750.00	280882	PETCO	111.98	1001923
MINOT CONVENTION&VISITORS BUR.	32887.53	280795	PETERSON, AARON	137.50	280891
MINOT CONVENTION&VISITORS BUR.	2755.92	281054	PFM FINANCIAL ADVISORS LLC	1500.00	280821
MINOT DAILY NEWS	882.08	280796	PITNEY BOWES INC.	104.96	1001924
MINOT DAILY NEWS	337.44	280883	PODIUM PROS INC.	4705.00	1001925
MINOT DAILY NEWS	310.84	280986	POLLARD WATER	307.82	1001926
MINOT ELECTRIC	88.88	280797	POSSEN, LACEY	12.00	1001927
MINOT ELECTRIC	212.90	1001884	PRAIRIE SUPPLY	36.50	280822
MINOT EMPLOYEE DONATIONS	1493.07	281055	PRAIRIE SUPPLY	296.00	281001
MINOT LUMBER	5128.26	280987	PRAIRIE SUPPLY	118.00	1001928
MINOT LUMBER	182.04	1001885	PRAIRIE SUPPLY	118.00	1001928
MINOT PARK DISTRICT	73706.93	280798	PRAXAIR DISTRIBUTION, INC.	224.94	281002
MINOT PARK DISTRICT	152218.88	281056	PRINGLE & HERIGSTAD, P.C.	1664.20	280823
MINOT RESTAURANT SUPPLY	119.59	1001886	PRIORITY DISPATCH	245.00	281003
MINOT RURAL FIRE PROTECTION DIST	469.00	281057	PROCOLLECT	464.89	281004
MINOT VETERINARY CLINIC	3941.58	1001887	PROCONTROLS MIDWEST	2836.56	1001929
MINOT WELDING COMPANY	4753.14	280799	PROTECH INTEGRATIONS LLC	717.50	281005
MINOT WELDING COMPANY	110.25	280988	PROVIDENT LIFE & ACC INS CO	525.92	280825
MISC P CARD VENDOR	14619.10	1001894	RAMKOTA HOTEL & CONFERENCE CENTER	89.20	1001930
MISCELLANEOUS A/R	1000.00	280784	RDO EQUIPMENT	26091.06	1001931
MISCELLANEOUS A/R	250.00	280893	REALTIME TRANSLATIONS, INC	10.50	280826
MISCELLANEOUS A/R	941.50	281036	RED WING STORE	1547.92	1001932
MISCELLANEOUS A/R	1714.00	281037	REFLECTIVE APPAREL FACTORY, INC.	865.88	1001933
MISCELLANEOUS A/R	3950.00	281065	REGENT BOOK COMPANY	47.05	280827
MN CHILD SUPPORT PAYMENT CENTER	172.12	280884	REIMCHE, TYLER	126.50	281006
MN CHILD SUPPORT PAYMENT CENTER	172.12	281058	REPUBLIC PARKING SYSTEM	26397.32	281064
MOORE, MELANIE	23.00	280800	RHI SUPPLY	286.96	1001934
MOUSE RIVER FIREFIGHTER'S ASSN	25.00	280989	RODMAN, DAVID	640.40	280828
MOWBRAY & SONS	413.96	280801	ROTARY CLUB OF MINOT	186.00	281007
MOYA, ZHAINA	139.00	281059	ROUTEMATCH	2165.00	280829
MUNICODE	570.59	280802	RUCKUS NETWORKS, AN ARRIS COMPANY	494.70	1001935
MUUS LUMBER	55.55	1001895	SANITATION PRODUCTS	1319.84	280830
MVTL LABORATORIES	5508.00	1001896	SANITATION PRODUCTS	47.43	281008
MY PARKING PERMIT	169.50	1001897	SCHATZ CROSSROADS TRUCKSTOP	19.99	280831
NAGARA - NATIONAL ASSOCIATION OF	44.50	1001898	SCHELS	89.40	1001936
NAPA AUTO PARTS	525.22	280804	SCHOCKS SAFE AND LOCK SERVICE	401.65	280832
NAPA AUTO PARTS	1035.53	280991	SCHOCKS SAFE AND LOCK SERVICE	63.95	1001937
NAPA AUTO PARTS	1123.07	1001899	SCHOOLS IN, LLC	1325.36	1001938
NATIONAL PAYMENT CORPORATION	142.78	280805	SCHULTZ, PHIL	600.00	280892
NBS CALIBRATIONS	181.00	1001900	SCRENCLOUD	40.00	1001939
ND CLERKS ASSOCIATION	100.00	280806	SECURITY FENCE, INC.	.00	280833
ND DEPT OF HEALTH	18.54	280992	SECURITY PLUS	113.00	281066
ND DEPT OF TRANSPORTATION	9827.49	280807	SERTOMA CLUB OF MINOT	200.00	281009
ND FRATERNAL ORDER OF POLICE	1475.00	281060	SHARE CORPORATION	137.92	280834
ND HOUSING FINANCE AGENCY	140.98	281061	SHEFSTAD, ALLEN	126.50	281010
ND LEAGUE OF CITIES	22593.00	280808	SIGNS TODAY, INC	197.50	281011
ND ONE CALL, INC	119.40	280885	SIPMA, SHAUN	310.20	281012
ND ONE CALL, INC	51.05	280993	SLUMBERLAND FURNITURE	140.62	1001940
ND STATE RADIO COMM.	3000.00	280809	SMITH, FAITH	12.00	281014
ND WATER EDUCATION FOUNDATION	240.00	281062	SOARING EAGLE OUTERWEAR LLC	80.00	280836
NDIRF	878.34	280810	SOLTIS BUSINESS FORMS CO.	328.00	280837
NEBRASKA CHILD SUPPORT PAYMENT	563.08	280886	SOURIS BASIN PLANNING COUNCIL	4208.37	280838
NEBRASKA CHILD SUPPORT PAYMENT	563.08	281063	SOURIS BASIN PLANNING COUNCIL	15034.00	281015
NET TRANSCRIPTS	875.60	280811	SOURIS RIVER JOINT WATER RESOURCE	588393.07	280840
NEW HORIZONS CLC OF SOUTH DAKOTA	8755.00	1001901	SOURIS RIVER JOINT WATER RESOURCE	383321.52	281068
NEWMAN TRAFFIC SIGNS	3712.95	1001902	SOUTH CAROLINA DMV	6.00	281016
NISS IMPRESSIONS	540.88	1001903	SOUTH DAKOTA CHILD SUPPORT	175.87	280894
NORTH COUNTRY SPORTSWEAR	1963.00	1001904	SOUTH DAKOTA CHILD SUPPORT	175.87	281069
NORTH DAKOTA HIGHWAY PATROL	1129.08	280994	SPX CORPORATION	2531.99	1001941
NORTH PRAIRIE RURAL WATER	135.11	1001905	SRF CONSULTING GROUP	5622.02	281017
NORTH WINDS TRUCK ACCESSORIES	750.00	280995	SRT COMMUNICATIONS	9615.31	1001944
NORTHERN TOOL & EQUIPMENT	179.48	1001906	STAPLES	206.32	1001945
NORTHERN TRUCK EQUIPMENT CORP	285.81	280812	STATE WATER COMMISSION	1091753.72	280841
			STATE WATER COMMISSION	31206.64	281018

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STATE WATER COMMISSION	10250.42	281070	US DEPARTMENT OF EDUCATION AWG	278.09	280895
STEIN, JEANNE	54.98	280842	US DEPARTMENT OF EDUCATION AWG	269.82	281073
STEIN'S INC.	953.25	280843	USA BLUE BOOK	573.51	1001966
STEIN'S INC.	92.83	1001946	USPS - FEE PAYMENTS	235.00	280853
STEVICK BUSINESS SPECIALTIES & WEAR	5474.00	280844	VALS CYCLERY	24.00	1001967
STEVICK BUSINESS SPECIALTIES & WEAR	1840.47	1001947	VANTAGEPOINT TRANSFER - 30#####	139.71	280896
STOP AND SHOP	350.00	281019	VANTAGEPOINT TRANSFER - 30#####	139.71	281074
SUN LIFE FINANCIAL	46.50	280845	VERIZON	426.24	280854
SUPERION, LLC	90277.63	280846	VERIZON	346.18	281075
SUPERPUMPER	16.11	280847	VERIZON	3583.64	1001968
SWANSON & WARCUP, LTD	13134.00	1001948	VISIT MINOT	25481.38	280897
SWANSTON EQUIPMENT	107.66	1001949	WAL MART	6.25	280856
TARGET	473.89	280848	WAL MART	221.65	1001969
TARGET	1044.42	1001950	WANTZ, MACEY	69.60	280857
TARGETS ONLINE	69.99	1001951	WARD COUNTY DIVE TEAM	5000.00	280858
TEAM ELECTRONICS INC	86.00	281020	WASTE NOT RECYCLING LLC	12963.60	280859
TEAM ELECTRONICS INC	176.00	1001952	WATER ACCOUNT REFUNDS	25.99	280711
TEAM LAB CHEMICAL LLC	14521.00	1001953	WATER ACCOUNT REFUNDS	8.69	280715
TESORO	100.00	281021	WATER ACCOUNT REFUNDS	2.78	280720
THE GET GO INC	3756.00	1001954	WATER ACCOUNT REFUNDS	45.07	280756
THE HILLMAN GROUP, INC	74.36	1001955	WATER ACCOUNT REFUNDS	50.00	280773
THE IRIS COMPANIES	2461.00	1001956	WATER ACCOUNT REFUNDS	4.93	280824
THERMO SCIENTIFIC PORTABLE	119.28	1001957	WATER ACCOUNT REFUNDS	21.45	280835
THOMSON REUTERS-WEST PAYMENT CENTER	264.00	1001958	WATER ACCOUNT REFUNDS	65.00	280855
TITAN MACHINERY	61.00	1001959	WATER ACCOUNT REFUNDS	20.96	280877
TRACTOR SUPPLY CREDIT PLAN	64.93	1001960	WATER ACCOUNT REFUNDS	10.00	280878
TRAFFIC CONTROL CORPORATION	642710.00	280849	WATER ACCOUNT REFUNDS	9.43	280909
TRANSPORTATION SECURITY CLEARINGHOU	995.00	1001961	WATER ACCOUNT REFUNDS	21.45	281013
TRINITY HOSPITALS AND MEDICAL GROUP	331.20	281022	WAY PROPERTIES, LLC	480.00	281076
TRINITY MEDICAL CENTER	2570.25	281023	WESTERN STEEL AND PLUMBING	666.55	1001970
TRINITY MEDICAL GROUP	1770.00	1001962	WESTLIE FORD	546.34	280860
TURTLE MOUNTAIN STAR	40.00	281024	WESTLIE FORD	1070.83	281029
TYLER TECHNOLOGIES, INC	148080.27	280850	WESTLIE TRUCK CENTER	935.15	280861
TYLER TECHNOLOGIES, INC	7839.91	281025	WESTLIE TRUCK CENTER	1932.32	281030
TYLER TECHNOLOGIES, INC	5560.17	281071	WESTLIE TRUCK CENTER	49.04	1001971
U.S. GEOLOGICAL SURVEY	20580.00	281072	WILO USA LLC	2815.52	280862
U.S. POST OFFICE	5000.00	281026	WINNELSON	184.44	1001972
U.S. POST OFFICE	7.35	1001963	WSI CLAIM	100.00	280898
UNIFORM CENTER	673.98	281027	XEROX CORPORATION	1088.39	281031
UNITED AIRLINES	1228.00	1001964	1ST MINOT MANAGEMENT	950.00	281032
UNITED MAILING SERVICE	324.28	280851	4 IMPRINT	818.61	280863
UNITED MAILING SERVICE	437.12	281028	4 IMPRINT	1121.43	1001973
UNUM LIFE INSURANCE COMPANY OF AMER	12035.59	280852	TOTAL:	\$4,870,707.12	
UPS STORE #1423	308.07	1001965			

CHARGE THESE FUNDS:

Airport	\$ 26,131.42
Cemetery	3,539.58
Parking Authority	376.25
Garbage	
Collection	21,274.42
Landfill	30,171.00
Water/Sewer	
Storm Sewer Maintenance	11,885.75
Water Supply	61,993.66
Water Distribution	42,873.92
Sewer	27,438.83
Utility Billing	6,772.42
Renaissance Parking Ramp	381.42
Central Parking Ramp	381.42
Public Transportation	6,759.83
Library	6,693.83
Total Transferred	\$ 246,673.75

ELECTRONIC PAYMENTS

AFLAC	13,335.51
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BCBS	461,055.05
Federal Tax Withholding	272,781.83
State Income Tax	78,857.97
Sales and Use Tax	
ND State Disbursement	7,394.12
Deferred Comp	20,175.73
NDPERS	59,612.10
NDPERS Service Credit	200.00
Verendrye Electric	63,878.85
Xcel	161,649.00
MDU	32,875.40
Mass Mutual	91,645.30
Job Service of ND	1,527.11
Discovery Benefits	18,975.83
Total	\$1,283,963.80

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

PAYROLL FOR THE PERIOD OF DECEMBER 22, 2019 THROUGH JANUARY 18, 2020 – APPROVED

Alderman Pitner moved the City Council approve payroll from December 22, 2019 through January 18, 2020 in the amount of \$2,123,896.86.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5447 – AMEND THE 2020 ANNUAL BUDGET- 2019 SIGNAL IMPROVEMENT PROJECT (4429) – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5447 on second reading to amend the 2020 annual budget to increase the traffic capital equipment purchase expenditures and revenues for the purchase of a traffic signal cabinet, signal replacements, and battery backups. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5447 on second reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5448 - ENGINEERING STUDY FOR REGION VIII SIGN REPLACEMENTS – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5448 on second reading modifying approaches from Yield Control to Stop Control within the Region VIII Sign Replacement Area. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5448 on second reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ADMINISTRATIVE APPROVALS – APPROVED

Alderman Pitner moved the City Council ratify the following administratively approved requests:

1. Minot High School Dance Team to conduct a raffle January 4, 2020 at Magic City Campus (1100 11th Ave SW

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2. 5 AMXS Booster Club to conduct raffles January 31, 2020 and April 3, 2020 in downtown Minot
3. Longfellow PTA to conduct a raffle April 3, 2020 at Longfellow School (600 16th ST NW)
4. Magic City Figure Skating Club to conduct raffles through June 30, 2020 at Minot Moose Lodge (400 9th St SW)
5. Rocky Mountain Elk Foundation to conduct a raffle February 1, 2020 at the Grand Hotel (1505 N Broadway)
6. Elevation for a special event permit January 10, 2020 at The Depot (15 N Main St)
7. The Tap Room for a special event permit January 10, 2020 at Regency at 1st and 1st
8. Elevation for a special event permit January 18, 2020 at the Auditorium (420 3rd Ave SW)
9. Majettes Hockey to conduct raffles throughout the season at MAYSA Arena (2501 Burdick Expy W)
10. Minot State University Hockey to conduct raffles and bingo January 18, 2020 at the Auditorium (420 3rd Ave SW)
11. Greater Minot Zoological Society to conduct a raffle March 28, 2020 at Roosevelt Park Zoo (1219 Burdick Expy E)
12. Minotauros Booster Club to conduct a raffle April 1, 2020 at the Sleep Inn (2400 10th St SW)
13. Perkett Elementary PTA to conduct a raffle March 20, 2020 at Perkett Elementary (2000 5th Ave SW)
14. Minot High School Class of 1980 to conduct a raffle July 10, 2020 at 10 North Main
15. Kiwanis Club of Minot to conduct a raffle February 18, 2020 at the Grand Hotel (1505 N Broadway)

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

GAMING SITE AUTHORIZATION- PRAIRIE PUBLIC BROADCASTING, INC. – APPROVED

Alderman Pitner moved the City Council approve the gaming site authorization for Prairie Public Broadcasting, Inc to conduct games of chance at The Ice Box.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

SPECIALTY RESTAURANT BEER & WINE LICENSE – TACO FELIZ – APPROVED

Alderman Pitner moved the City Council approve the request from Taco Feliz, LLC dba Taco Feliz, for a Specialty Restaurant Beer & Wine License operating at 1535 South Broadway.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

APPROVAL OF PLEDGED ASSETS – APPROVED

Alderman Pitner moved the City Council approve the pledged assets as of December 31, 2019.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5449 - 2019 FEED POINT REPLACEMENT BUDGET AMENDMENT (4506) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5449 on first reading amending the 2020 annual budget to increase Traffic department revenues and expenditures for the street light feed point replacement that had been appropriated in the 2019 budget. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5449 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5450 – HPS TO LED STREET LIGHT CONVERSION BUDGET AMENDMENT – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5450 on first reading amending the 2020 annual budget to increase the Traffic department revenues and expenditures for the HPS to LED street light conversion that had been appropriated in the 2019 budget. Motion seconded by Alderman Jantzer and carried unanimously.

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Alderman Pitner moved the City Council pass ordinance no. 5450 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5451 - BROADWAY CORRIDOR STUDY BUDGET AMENDMENT (4443) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5451 on first reading amending the 2020 annual budget to increase Street department revenues and expenditures for the Broadway Corridor Study. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5451 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5452 - PURCHASE GPS RECEIVER (4473) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5452 on first reading amending the 2020 annual budget to increase the Engineering Capital Equipment Purchases expenditures for the purchase of a GPS Receiver. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5452 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

30TH AVE GRAVITY SEWER PHASE 2 – AWARD OF BID (CITY PROJECT 3490.6) – APPROVED

Alderman Pitner moved the City Council award the contract for construction of the 30th Ave Gravity Sewer Project at the bid price of \$1,572,800.00 to Dakota Underground Specialties, LLC.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

BID APPROVAL P3135.2E SWIF - REPAIR OF BANK, STABILIZATION, DREDGING AND CULVERT CLEANING – APPROVED

Alderman Pitner moved the City Council award of bid for SWIF Project 3135.2E, repair of bank, stabilization, dredging and culvert cleaning to Wagner Construction and authorize the Mayor to sign the agreement on behalf of the City. Also authorize Public Works Director to sign “Notice to Proceed.”

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5453 – AMEND THE 2020 ANNUAL BUDGET - REPAIR OF BANK, STABILIZATION, DREDGING AND CULVERT CLEANING (3135.2E) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5453 on first reading amending the 2020 annual budget to increase the Street Department levee maintenance revenues and expenditures for the SWIF repair of bank, stabilization, dredging and culvert cleaning project. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5453 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

WAIVER OF CONFLICT OF INTEREST WITH NDIRF REPRESENTATION – APPROVED

Alderman Pitner moved the City Council approve the proposed “Joint Defense & Waiver of Conflict of Interest” document and authorize the City Attorney to sign on behalf of the City of Minot.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

PROJECT EXTENSION, QTA AND ACDBE PROJECTS (AIR082, AIR075) – APPROVED

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Alderman Pitner moved the City Council approve the project extension of the Landrum & Brown, Inc. Task Order No. 2 (T.O. 2) to develop a Request for Proposals (RFP) for the development of a Quick Turn Around (QTA) facility at the Minot International Airport and approve the Landrum & Brown, Inc. Task Order No. 3 (T.O. 3) to Update Standard Contract Forms; and authorize the Mayor to sign any applicable documentation.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

BERRY DUNN SCOPE OF WORK ERP PROJECT – APPROVED

Alderman Pitner moved the City Council approve the change to the Scope of Work for the Berry Dunn contract to provide consulting services for the ERP project and authorize the Finance Director to sign any necessary paperwork related to the change.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ZONING ORDINANCE UPDATE – SRF CONSULTING GROUP CONTRACT AMENDMENT #1 – APPROVED

Alderman Pitner moved the City Council adopt the amendment to the contract with SRF Consulting Group to modify the scope of work on the Zoning Ordinance update and authorize the Mayor to sign the contract amendment.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5454 – 2019 LINE ITEMS OVER BUDGET – FIRST READING – APPROVED

Alderman Jantzer moved the City Council place ordinance no. 5454 on first reading to amend the 2019 annual budget to adjust department budgets for funds approved by the City Council for Sales Tax Flood Control, Various Grants, Library Memorial, and Interest Distribution. Motion seconded by Alderman Wolsky and carried unanimously.

Alderman Wolsky called attention to an apparent policy change that is included with the line item adjustment which discontinues the use of a separate street improvement fund and sidewalk fund.

Mr. Lakefield said, due to limitations with current software abilities, some items were segregated into their own funds to enable us to better track those items. Street and sidewalk improvements are typically general fund activities but have been tracked separately. In anticipation of the updated software coming online, staff is cleaning up the chart of accounts and rectifying those issues. He said they intend to track the funds manually in the interim.

Alderman Jantzer moved the City Council pass ordinance no. 5454 on first reading. Motion seconded by Alderman Wolsky and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

LANDFILL COMPACTOR LEASE (4508) – APPROVED

Alderman Jantzer moved the City Council award the 5-year lease to Butler Machinery in the amount of \$145,000 per year for the CAT 836K landfill compactor. Motion seconded by Alderman Wolsky.

Alderman Wolsky requested staff provide the basis for their recommendation for future purchases, for example comparing buyout costs at the end of a lease.

Whereupon a vote was taken on the above motion by Alderman Jantzer, seconded by Alderman Wolsky and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

2020 – 2024 CAPITAL IMPROVEMENT PLAN ADOPTION (4499) – APPROVED

Alderman Olson moved the City Council adopt the 2020 – 2024 Capital Improvement Plan. Motion seconded by Alderman Pitner.

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Alderman Wolsky said the City Engineer provided some cost estimates for other projects he would like the Council to consider. He requested staff bring forward some actionable items on the following projects: The first project he requested is the Anne Street Bridge reconstruction which he suggested be moved up from 2022. He said it could be logistically beneficial to be done in a phased approach aligning with Flood Protection. He then requested \$29,000 be allocated to consider updating the quiet zone study through downtown. Lastly, he suggested they consider identifying funding for a corridor study on 1st Avenue NE from Third Street to Main Street to the Amtrak Depot. The area is largely owned by the railroad but planning should begin in conjunction with Flood Protection. He also said he noticed the elevator off the Third Street viaduct is now for sale. He said it is estimated the plans would cost about \$200,000.

Alderman Podrygula commented on the objective criteria used to rank projects and said there are other projects that don't fit the criteria but still merit discussion. He said, perhaps they could discuss projects like the Sunset Blvd extension during a City Council Retreat. There are many improvements that could be done around the city that they may not all be aware of.

Alderman Straight agreed with Alderman Wolsky regarding the Anne Street Bridge and commented on the need for pedestrian access to the downtown Gathering Space and potential middle school in downtown.

Whereupon a vote was taken on the above motion by Alderman Olson, seconded by Alderman Pitner and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

CITY HALL SECURITY UPGRADES – APPROVED

Alderman Straight moved the City Council approve the bids received for construction/installation of the City Hall Security Upgrades. Motion seconded by Alderman Pitner.

Alderman Straight emphasized the need to support staff safety. He also discussed the line between seeming rigid and welcoming participation from the public. He said the Mayor has generously allowed members of the public to speak at Council meetings longer than what is recommended by ordinance.

A vote was taken on the above motion by Alderman Straight, seconded by Alderman Pitner and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5455 – AMEND THE 2020 ANNUAL BUDGET- CITY HALL SECURITY IMPROVEMENTS – FIRST READING – APPROVED

Alderman Straight moved the City Council place ordinance no. 5455 on first reading amending the 2020 annual budget to increase Property Maintenance buildings and grounds revenues and expenditures for the City Hall Security Improvements. Motion seconded by Alderman Pitner and carried unanimously.

Alderman Straight moved the City Council pass ordinance no. 5455 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

CITYWIDE ASSET MANAGEMENT SOFTWARE VENDOR SELECTION (4423) – APPROVED

Alderman Jantzer moved the City Council approve the following contracts and authorize the Mayor to sign the contracts:

- AssetWorks, LLC: Software License and Related Hardware Purchase Agreement, Software Maintenance Agreement, and Professional Services Agreement
- Azteca Systems, LLC: Cityworks License and Maintenance Agreement
- Hyland Software, Inc.: Hyland Master Agreement
- Timmons Group: Letter of Agreement Enterprise Asset/Work Order Management with, Citizen Management, and Permitting/Land Development Solution with Implementation Services
- Timmons Group: Letter of Agreement Esri GIS, Cityworks AMS & PLL System Architecture Analysis

Motion seconded by Alderman Straight.

Alderman Jantzer commended staff on their vendor assessment. He also commented that in order to improve processes and create efficiencies, we need the tools and investment to do so.

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Whereupon a vote was taken on the above motion by Alderman Jantzer, seconded by Alderman Straight and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ORDINANCE NO. 5456 - AMEND THE 2020 ANNUAL BUDGET- ASSET MANAGEMENT SOFTWARE – FIRST READING – APPROVED

Alderman Jantzer moved the City Council place ordinance no. 5456 on first reading amending the 2020 annual budget to increase the Engineering Department's professional and technical services revenues and expenditures and decrease the Engineering capital equipment purchases expenditures for the Citywide Asset Management Software Project. Motion seconded by Alderman Straight and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5456 on first reading. Motion seconded by Alderman Straight and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none

ORDINANCE NO. 5457 - PARKING AUTHORITY BOOKKEEPING DUTIES – FIRST READING – APPROVED

Alderman Olson moved the City Council grant approval of \$200/month compensation to Phil Schultz for bookkeeping duties through the use of Parking Authority cash reserves. Also, to place ordinance no. 5457 on first reading amending the 2020 annual budget to increase the Parking Authority contracts expenditures for the bookkeeping services. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Straight said he is looking forward to a larger conversation about the Parking Authority.

Alderman Olson moved the City Council pass ordinance no. 5457 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

AMEND VOLUNTARY ACQUISITION POLICY ON FORECLOSED PROPERTIES – APPROVED

Alderman Jantzer moved the City Council approve amending CDBG-DR/NDR Voluntary Acquisition Policy to add setting purchase price standards for blight properties which have been foreclosed. Motion seconded by Alderman Olson.

Alderman Wolsky said he understands the need to update one aspect of the policy but their approval represents approval of the overall policy. He said, the section relates to foreclosed properties but the entire policy is about acquisition of real estate, including the Gathering Space and City Hall. He said, he attempted to make some changes last fall regarding the use of appraisals to acquire properties for the Gathering Space project but may not have had the most up to date version of the policy. He requested a copy that included tracked changes from previous amendments to the policy.

Alderman Wolsky moved the City Council table the item until an accurate version of the policy is provided. Motion seconded by Alderman Podrygula.

Mayor Sipma reminded, there is no discussion on a motion to table. Alderman Wolsky withdrew his motion and Alderman Podrygula withdrew his second.

Mr. Zakian stated, this change is specific to CDBG-DR/NDR relating to properties that meet blight standards and have been foreclosed upon. The policy would ensure that we make a fair offer based on the cost of acquiring the property which is always below the current market value. He also pointed out that time is of the essence because we have been made aware of a property available for purchase.

Upon questioning by Alderman Pitner, Mr. Zakian said, the blighted property would be demolished and then the vacant lot would be available for purchase through sealed bid. Any new construction must adhere to elevation standards or it could be purchased through the neighbor next door program.

Mr. Zakian then addressed Alderman Wolsky's concerns by saying the policy is on the website and includes the effective date and date approved by Council.

Alderman Straight asked about the funding source, to which Mr. Zakian replied by saying, there was \$800,000 in Allocation #1 for spot blight. He explained that acquisitions are driven by national objective and Allocation #1 allows spot blight as the national objective. He further explained that the property in mind was not included in the City's initial assessment but since this process has taken place, agencies are aware of the City's program and will alert the City when properties meet the

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requirements. The City was notified that this property was available and it is hopeful they can cast a wider net to find homes like this.

Alderman Straight asked why the address was not included. Mr. Zakian said, it is an active negotiation so until an offer is made, the City does not want to release the information for another buyer.

Alderman Wolsky moved the City Council table the item. Motion failed due to lack of a second.

Alderman Podrygula stated, because time is of the essence, he does not want to delay the policy however, he requested staff provide the updated information.

Whereupon a vote was taken on the motion by Alderman Jantzer, seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: Wolsky.

AUTHORIZE CDBG-NDR SUBSTANTIAL AMENDMENT FOR URGENT NEED – APPROVED

Alderman Jantzer moved the City Council authorize a Substantial Amendment to the CDBG-NDR Action Plan to add the National Objective of Urgent Need to the Involuntary Acquisition Activity. Motion seconded by Alderman Olson.

Alderman Wolsky asked why this amendment would take place before the discussion at the Special City Council meeting.

Mr. Zakian responded by saying, one of the basic requirements of HUD rules is that all activities in an Action Plan except Planning and Administration must have one or more National Objectives which are Urgent Need, Low/Moderate Income (LMI), and Blight (includes Spot Blight). To be able to use NDR funds outside Buyout Area 4, it is necessary to amend the Action Plan to add Urgent Need as a National Objective. In anticipation of the discussion during the special Council meeting, amending the Action Plan will allow for more flexibility and offers more options to consider.

Alderman Straight expressed his frustration with BNSF and the idea that NDR programs may be eliminated because the railroad is forcing more acquisitions.

Mayor Sipma mentioned that the community's needs have changed since the application was submitted and it is worthwhile to have the discussions.

Whereupon a vote was taken on the above motion by Alderman Jantzer, seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: Wolsky.

PERSONAL APPEARANCES

None

SOURIS RIVER JOINT BOARD- QUARTERLY REPORT

Ryan Ackerman, Administrator for the Souris River Joint Board, provided an update on the Mouse River Enhanced Flood Protection Project (MREFPP). He gave an overview of current construction and used videos to demonstrate the progress of each phase. He described the design and permitting of current and future phases as well as acquisitions and funding sources. He also gave details about management of the Rafferty and Alameda Reservoirs and provided an update on the 2020 flood risk outlook.

After the presentation, Mr. Ackerman responded to questions about project details and financial strategies.

NAWS PROJECT UPDATE

Public Works Director, Dan Jonasson provided an update on the NAWS project. He began by saying, litigation is finally done. He described different aspects of the overall project across the region including cost shares and obligations of the City of Minot. He used a map to demonstrate different phases of the project, including the status of design and construction.

Mr. Jonasson responded to questions regarding funding as well as operations and maintenance of the future water treatment plants.

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FEMA RISKMAP UPDATE (3888)

The City Engineer presented information regarding the FEMA RiskMAP process and timeline for new Flood Insurance Rate Maps for the City of Minot. He explained the history of the flood maps, including a timeline demonstrating progress since 2000, when the re-mapping process began. He then described the appeal process, should the City, Ward County or other communities decide to appeal the preliminary FIRM.

Upon questioning by the Council, Mr. Meyer elaborated on the appeal process and potential options.

RECEIVING PUBLIC TESTIMONY

Mayor Sipma recited Section 2-31 A (5) of the Minot Code of Ordinances, which describes debate limitation.

“Debate limitation. No member of the city council shall speak more than twice at the same meeting on any question, except by leave of the presiding officer. No speaker shall address the city council for a period longer than five (5) minutes without permission given by the presiding officer. Otherwise it shall be the duty of the presiding officer to call the speaker to order upon the expiration of the time limit. This rule may be suspended at any time by a majority vote of the city council.”

He said, there have been discussions with staff relating to concerns over lengthy and profane public comment. He asked the Council if there were any objections to adhering more closely to the time restraints going forward.

After discussion, the Council agreed that as long as the presiding officer, most likely the Mayor, uses discretion to allow debate, they would not object to adhering to the ordinance. They emphasized the need for consistency and transparency and mentioned the use of a timer to notify the speaker when the time limit was approaching.

RETAIL BEER & WINE LICENSE – PRAIRIE SKY BREADS – APPROVED

Alderman Wolsky moved the City Council approve a Retail Beer and Wine license operated by Prairie Sky Breads. Motion seconded by Alderman Straight.

Alderman Wolsky said the establishment is ready to open and he does not want their business to be postponed waiting for a license.

At the request of Mayor Sipma, the City Clerk confirmed that inspections were conducted by the building official and fire marshal and the approvals were submitted earlier that day. All City requirements have been met in order to approve the license.

Whereupon a vote was taken on the above motion by Alderman Wolsky, seconded by Alderman Straight and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Jantzer and carried unanimously. Meeting adjourned at 8:05 pm.

ATTEST: _____
Kelly Matalka, City Clerk

APPROVED: _____
Shaun Sipma, Mayor