

## April 5, 2021 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – APRIL 5, 2021 AT 5:30 P.M.

### ROLL CALL

#### Members Present:

Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma

#### Members Absent:

None

### PLEDGE OF ALLEGIANCE

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

### COVID UPDATE

Lisa Clute, Director of First District Health Unit, said vaccinations are going well. Ward County has given 27,752 vaccinations, not including individuals from the VA or Air Force Base. Throughout the First District Health Unit region, they have distributed 42,395 vaccinations. In Ward County, 46.6% of the population has received at least one dose and throughout the First District region, 38% have received at least one dose. In Ward County, 2,959 people age 75 and older have been fully vaccinated, which is 71.6%. There have been 3,326 people fully vaccinated in the 65-74 age range, which is 68.1%. Of those ages 18-64, there are 9,987 that have been vaccinated but it is likely that statistic is higher since that is the category most individuals from Minot Air Force Base would fall into. She explained that vaccines are available by medical providers, First District Health Unit, and pharmacies, all of which are taking appointments. Next week, First District will receive 300 doses of the Johnson & Johnson vaccine, which only requires one injection. She encouraged the public to call and schedule an appointment as only 50 have been reserved so far. She said, they continue to hold clinics and promote the vaccine, particularly focusing on educating the public and clarifying misinformation.

She then said, there have been two variants identified in our area and they continue to monitor additional cases. The eastern part of the state saw a recent increase in cases among K-12 students. Ms. Clute said First District Health Unit continues to provide PCR testing. Unlike the rapid tests, PCR tests are required to accommodate for some travel restrictions.

Mayor Sipma said the Fire Department is still conducting rapid testing but the schedule continues to evolve based on decreasing demand.

### MAYOR'S REPORT

The Mayor described some of his meetings and activities over the past month:

March 2nd – Flood Control Home Acquisition Closing  
March 2nd – ND Water Coalition Meeting  
March 3rd – Testified at ND Legislature in Opposition HB-1386  
March 3rd – COVID Coalition Meeting  
March 4th – Military Affairs Committee Virtual Meeting  
March 5th – League of Cities Legislative Virtual Update Meeting  
March 8th – Citizen of the Year Check Presentation at Lord's Cupboard  
March 8th – Task Force 21 Committee Meeting  
March 9th – Written Testimony Opposing HRC3040  
March 10th – Minot Chamber EDC Board Meeting  
March 12th – League of Cities Legislative Update Meeting  
March 15th – Ward County Weed Board Meeting  
March 15th – Regular City Council Meeting  
March 17th – Testified at Legislature in Support of HB1431  
March 18th – Testified at Legislature in Opposition of HB1165  
March 19th – Flood Control Home Acquisition Closing  
March 19th – League of Cities Virtual Update Meeting  
March 22nd – Team Minot Breakfast at Minot Air Force Base

## **April 5, 2021 Regular City Council Meeting**

March 22nd – Testified at Legislature in Support of HB1020  
March 26th – League of Cities Virtual Update Meeting  
March 30th – Minot Chamber EDC Meeting  
April 1st – Legislative Topics City Podcast  
April 1st – Military Affairs Committee (In Person)  
April 1st – Minot Daily News Interview  
April 2nd – KMOT Interview

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

Alderwoman Olson pointed out the Mayor's regular articles in the Minot Daily News and how much they are appreciated. She then brought attention to a recent letter to the Editor from a member of the community who made false claims about a City project. She encouraged the public to reach out to the Council or City staff if they have questions so they can be clarified with accurate information.

### **PROCLAMATION: PARKINSON'S AWARENESS MONTH**

City of Minot Mayor Proclaims April Parkinson's Awareness Month.

WHEREAS, Parkinson's disease is a chronic, progressive, neurological disease and is the second most common neurodegenerative disease in the United States;

WHEREAS, Parkinson's disease is estimated to affect approximately one million people in the United States and the prevalence will more than double by 2040;

WHEREAS, Parkinson's disease is the 14th leading cause of death in the United States according to the Centers for Disease Control and Prevention;

WHEREAS, it is estimated that the economic burden of Parkinson's disease is at least \$14.4 billion annually, including indirect costs to patients and family members of \$6.3 billion;

WHEREAS, research suggests the cause of Parkinson's disease is a combination of genetic and environmental factors, but the exact cause and progression of the disease is still unknown;

WHEREAS, there is no objective test or biomarker for Parkinson's disease, and there is no cure or drug to slow or halt the progression of the disease;

WHEREAS, the symptoms of Parkinson's disease vary from person to person and can include tremors; slowness of movement and rigidity; difficulty with balance, swallowing, chewing, and speaking; cognitive impairment and dementia; mood disorders; and a variety of other non-motor symptoms;

WHEREAS, volunteers, researchers, caregivers, and medical professionals are working to improve the quality of life of persons living with Parkinson's disease and their families;

WHEREAS, increased research, education, and community support services such as those provided by the Parkinson's Foundation and other organizations are needed to find more effective treatments and to provide access to quality care to those living with the disease today;

Now, THEREFORE, I, Shaun Sipma, Mayor of Minot, North Dakota, do hereby proclaim the month of April in twenty-twenty-one as PARKINSON'S AWARENESS MONTH

### **MAYORAL APPOINTMENTS**

#### Civil Service Commission

Alderwoman Olson moved the City Council remove Becky Nelson from the Civil Service Commission and appoint Laurie Davis as her replacement with a term to expire April 5, 2026.

#### Minot Commission on Aging

## April 5, 2021 Regular City Council Meeting

Alderwoman Olson moved the City Council ratify the appointment of Lacey McNichols, of First District Health Unit RN, to replace Tony Kulig.

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

### **CITY MANAGER REPORT**

The City Manager provided a written update describing events and activities for various departments.

Mr. Stewart said, since the Legislative Session is winding down, they are turning their focus toward the budget process. He suggested implementing Council tours so they can see first-hand what staff in each department are considering for the budget. He tasked the Department Directors to explain how the budget has been spent in the past, what they are currently spending funds on, and what projects they have in mind for the future.

Finance Director, David Lakefield, explained that the budget schedule is similar to past schedules but they plan to incorporate the Council tours in late April or early May. There are statutory deadlines to adhere to, such as delivering the budget to the County and final adoption. He then reminded Council that once the preliminary budget is presented, it can be decreased but cannot be increased.

Alderwoman Evans pointed out that budget priorities will be discussed at the May 3<sup>rd</sup> City Council meeting and invited the public to share their input by contacting Council members or attending the meeting.

Mayor Sipma asked the Finance Director about the legislative forecast and revenue outlook.

Mr. Lakefield said they were fairly conservative on revenue projections in the 2021 budget but are optimistic. As long as oil prices remain somewhat stable and production continues to inch up slightly, revenues should be just fine. Sales tax numbers are more of an unknown and there have been a disappointing couple of months so far. The retail sector has been struggling but they are hopeful it will improve.

He also said, they anticipate issuing bonds for flood control and special assessment districts during late July, early August to take advantage of the current rates.

### **CITY ATTORNEY REPORT**

The City Attorney submitted a written report.

### **CITY COUNCIL MINUTES – APPROVED**

Alderwoman Olson moved the City Council approve the minutes of the March 15, 2021 regular City Council meeting.

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

### **BILLS, TRANSFERS AND PAYROLL – APPROVED**

Alderwoman Olson moved the City Council approve payroll for the period of February 14, 2021 through March 13, 2021 in the amount of \$2,152,291.20 and bills and transfers for March in the amount of \$4,458,729.29 as follows:

ACME TOOLS	25.64	285814	CARI ROBISON	50.00	285914
ADVANCED BUSINESS METHODS	742.10	285815	CDM SMITH	171,708.75	285827
AMERICAN FAMILY INSURANCE GROUP	1,712.01	285816	CHARITY LEMERE	56.00	285871
AMERICAN WELDING & GAS, INC.	17,679.06	285817	CITY OF MINOT	415.00	285828
AMERITAS LIFE INSURANCE CORP	1,696.70	285818	CIVICPLUS	8,490.14	285829
APPLE BOOKS, LLC	1,686.25	285820	COLONIAL LIFE	2,517.88	285830
ARAMARK	163.28	285821	CROWN ASSET MANAGEMENT, LLC	522.95	285906
ARCHKEY TECHNOLOGIES	125.00	285822	CUMMINS POWER, LLC	114.75	285831
AT&T	350.51	285823	DACOTAH PAPER CO.	3,374.00	285832
BUTLER MACHINERY CO.	140.00	285826	DAN LAWSON	50.00	285870

## April 5, 2021 Regular City Council Meeting

DAVID LAKEFIELD	139.70	285868	NORTHWEST TIRE AND RETREAD	1,916.87	285897
DIVISION OF CHILD SUPPORT	102.00	285833	OTIS ELEVATOR COMPANY	23,277.96	285898
DOMESTIC VIOLENCE CRISIS CENTE	647.32	285834	PHIL SCHULTZ	400.00	285918
DORSEY & WHITNEY	7,755.98	285835	POSTMASTER	1,260.00	285899
DPC INDUSTRIES, INC.	3,750.00	285837	PREFERRED CONTROLS CORP	227.53	285900
DUDE SOLUTIONS, INC.	1,784.16	285838	PRINGLE & HERIGSTAD, P.C.	804.45	285901
EBSCO	3,870.04	285839	PROCOLLECT	121.87	285902
EILEEN BEAN	8.40	285825	PROTECH INTEGRATIONS, LLC	44.97	285903
EMERGENCY AUTOMOTIVE TECHNOLOGIES	531.40	285840	PROVIDENT LIFE & ACC INS CO	626.88	285904
ENERBASE	4,049.58	285841	RAPID FIRE PROTECTION, INC.	3,711.60	285905
ENERBASE	5,162.06	285842	RDO EQUIPMENT	146.44	285907
ENERBASE	2,052.77	285843	REFUND ONE TIME PAY	30.00	285908
FACTORY MOTOR PARTS	1,020.07	285844	REFUND ONE TIME PAY	10.00	285909
FARGO GLASS & PAINT COMPANY	1,017.90	285845	REFUND ONE TIME PAY	129.90	285910
FARSTAD OIL CO	20,270.38	285846	REFUND ONE TIME PAY	2,610.83	285911
FIRST INTERNATIONAL BANK & TRUST	620.00	285847	REFUND ONE TIME PAY	222.17	285912
FIRST WESTERN INSURANCE	1,867.00	285848	RICK REISENAUER	37.50	285913
FLEXIBLE PIPE TOOL COMPANY	343.60	285849	RODNEY BRIAN NEUHALFEN	50.00	285895
GENERAL TRADING	133.66	285850	RYAN DOSCH	54.00	285836
GERDAU RECYCLING	54.00	285851	SADIE MALY	37.50	285876
GILLIG, LLC	941.68	285852	SAFE SOFTWARE, INC.	450.00	285916
GLASS DOCTOR	282.44	285853	SANITATION PRODUCTS	1,510.19	285917
GOETTLE LAW, PLLC	7,500.00	285854	SOLTIS BUSINESS FORMS CO.	526.50	285919
GRAINGER	1,764.48	285856	SOUTH DAKOTA CHILD SUPPORT	188.31	285920
HARLEYS	6.99	285857	SRF CONSULTING GROUP	3,236.24	285921
HEIDE TRANSPORT	8.45	285858	STATE WATER COMMISSION	765,735.06	285922
HOUCHEN BINDERY, LTD	339.40	285859	SUN LIFE FINANCIAL	73.00	285923
HOUSTON ENGINEERING, INC.	42,185.70	285860	TARGET	75.00	285924
INFAX, INC.	9,000.00	285861	TRINITY HEALTH	10.00	285925
INFORMATION TECHNOLOGY DEPARTMENT	2,810.05	285862	TRINITY MEDICAL GROUP	1,053.75	285926
JEROMES COLLISION CENTER	1,195.50	285863	TROY KUGLIN	16.50	285867
JOHN DEERE FINANCIAL	20.40	285855	TYLER TECHNOLOGIES, INC.	11,886.57	285927
JONATHAN ROSENTHAL	126.00	285915	UNITED MAILING SERVICE	5,394.34	285928
KALIX	38.11	285864	UNUM LIFE INSURANCE	12,822.11	285929
KEVIN'S PLUMBING & HEATING	177.63	285865	VANTAGEPOINT TRANSFER -- 10###	524.19	285930
KLJ ENGINEERING, LLC	4,105.00	285866	VISIT MINOT	3,350.22	285931
LANDRUM AND BROWN, INC.	2,000.00	285869	WAGNER CONSTRUCTION	893,292.13	285932
LAVAUN MACKAY	25.00	285873	WARD COUNTY AUDITOR	5,830.00	285934
LAVERNE MIKKELSON	5,000.00	285878	WARD COUNTY RECORDER	20.00	285935
M & H GAS	50.01	285872	WARD COUNTY RECORDER	20.00	285936
MACEY WANTZ	51.52	285933	WATER BILLING ONE TIME PAY	16.34	285937
MAGIC CITY GARAGE DOOR COMPANY	911.25	285874	WATER BILLING ONE TIME PAY	45.07	285938
MAIN ELECTRIC CONSTRUCTION	3,382.85	285875	WATER BILLING ONE TIME PAY	10.00	285939
MARCHUS-BATTERIES PLUS	943.60	285824	WATER BILLING ONE TIME PAY	23.06	285940
MARCO, INC.	381.33	285877	WATER BILLING ONE TIME PAY	48.32	285941
MEMORIE ANDRADE	22.99	285819	WESTLIE FORD	464.91	285942
MINOT AUTO	1,112.54	285879	WESTLIE TRUCK CENTER	331.53	285943
MINOT CHAMBER OF COMMERCE	27,375.00	285880	WSI CLAIM	168,557.36	285944
MINOT COMMISSION ON AGING	12,500.00	285881	MARCO, INC.	137.89	100000984
MINOT DAILY NEWS	1,479.89	285882	MARCO, INC.	107.35	100000985
MINOT EMPLOYEE DONATIONS	803.77	285883	GENERAL ONE TIME PAY	17,213.09	285945
MINOT PARK DISTRICT	0.00	285884	MDU	80.59	100001011
MOWBRAY & SONS	8,716.76	285885	MDU	115.27	100001012
NAPA AUTO PARTS	800.21	285886	MDU	1,134.35	100001013
ND CHILD SUPPORT	50.00	285887	MDU	23.77	100001014
ND CLERKS ASSOCIATION	100.00	285888	MDU	802.03	100001015
ND DEPT OF ENVIRONMENTAL QUALITY	60.00	285889	MDU	117.16	100001016
ND DEPT OF TRANSPORTATION	16.50	285890	MDU	504.15	100001017
ND FRATERNAL ORDER OF POLICE	675.00	285891	MDU	1,705.43	100001018
ND MUNICIPAL JUDGE'S ASSOCIATION	75.00	285892	MDU	75.82	100001019
ND STATE FAIR	800.00	285893	MDU	1,115.16	100001020
NEBRASKA CHILD SUPPORT PAYMENT	563.08	285894	MDU	23.77	100001021
NORTHERN TESTING	250.00	285896	MDU	898.32	100001022
			MDU	499.32	100001023

## April 5, 2021 Regular City Council Meeting

MDU	460.42	100001024	ADVANCED FIRST AID, INC.	264.00	285951
MDU	24.59	100001025	AMERICAN WELDING & GAS, INC.	4,514.80	285953
MDU	27.24	100001026	APEX ENGINEERING GROUP	783.00	285954
MDU	87.36	100001027	ARCHKEY TECHNOLOGIES	13,712.00	285955
MDU	78.19	100001028	ASSETWORKS	29,891.11	285956
MDU	80.99	100001029	AT&T	175.97	285957
MDU	25.27	100001030	AXON ENTERPRISE, INC.	64,920.00	285958
MDU	25.27	100001031	BALCO UNIFORM COMPANY, INC.	5,515.05	285959
MDU	72.94	100001032	BORDER STATES INDUSTRIES, INC.	5,263.76	285960
MDU	69.55	100001033	BROADWAY PRINTING COMPANY	174.00	285961
MDU	28.22	100001034	BUTLER MACHINERY CO.	5,993.60	285962
MDU	9,917.44	100001035	CDM SMITH	144,823.75	285963
WARD COUNTY CLERK OF DIST. COURT	220,000.00	285946	CDW GOVERNMENT, INC.	262.00	285964
XCEL	3,819.02	100001036	CHRIS KVAMME & MATTHEW KVAMME	1,880.00	286015
XCEL	448.96	100001037	CITY OF MINOT	100.00	285965
XCEL	328.67	100001038	CITY OF MINOT	721.00	286033
XCEL	4,257.57	100001039	CPS, LTD	90,932.31	285966
XCEL	104.43	100001040	CROWN ASSET MANAGEMENT, LLC	449.17	286057
XCEL	33,222.85	100001041	CUMMINS POWER, LLC	960.55	285967
XCEL	838.78	100001042	DACOTAH PAPER CO.	473.72	285968
XCEL	276.83	100001043	DAKOTA FLUID POWER, INC.	110.52	285969
XCEL	2,841.87	100001044	DAKOTA TRUCK & FARM	40.10	285970
XCEL	7,147.29	100001045	DANA POLLMAN	110.00	286050
XCEL	38,509.95	100001046	DEERE CREDIT, INC.	37,744.96	286011
XCEL	33,783.61	100001047	DELLA MARTISEN & OLIVIA CHRISTMAS	852.45	286023
XCEL	4,897.98	100001048	DIVISION OF CHILD SUPPORT	102.00	285971
XCEL	8,893.65	100001049	DPC INDUSTRIES, INC.	3,750.00	285973
XCEL	79.18	100001050	EAPC	1,225.00	285974
XCEL	463.14	100001052	ECOLAB PEST ELIMINATION DIVISION	144.59	285975
XCEL	3,922.90	100001053	ELDORADO NATIONAL - CALIFORNIA EMERGENCY AUTOMOTIVE TECHNOLOGIES	93.95	285976
XCEL	21.89	100001054	ELDORADO NATIONAL - CALIFORNIA EMERGENCY AUTOMOTIVE TECHNOLOGIES	1,959.38	285977
XCEL	127.66	100001055	EMPLOYERS COUNCIL	8,823.75	285978
XCEL	133.60	100001056	ENERBASE	13,954.03	285979
XCEL	305.62	100001057	ENVIRONMENTAL PRODUCTS & ACCESS	3,530.44	285980
XCEL	64.66	100001058	FACTORY MOTOR PARTS	436.62	285981
XCEL	338.10	100001059	FARSTAD OIL CO	24,351.57	285982
XCEL	4,427.17	100001060	FASTENAL COMPANY	23.37	285983
XCEL	103.90	100001061	FIRE EQUIPMENT CO.	1,101.50	285984
XCEL	31.03	100001062	FIRST INTERNATIONAL BANK & TRUST	620.00	285985
XCEL	111.61	100001063	FIRST WESTERN INSURANCE	296,656.00	285986
XCEL	2,522.18	100001064	FLEETMIND SOLUTIONS, INC.	3,975.00	285987
XCEL	27.89	100001065	GALE	156.69	285988
XCEL	9,001.34	100001051	GEFROH ELECTRIC	120.00	285989
MDU	197.22	100001067	GENERAL ONE TIME PAY	1,265.00	285990
MDU	25.41	100001068	GENERAL ONE TIME PAY	2,615.32	285991
MDU	894.40	100001069	GENERAL ONE TIME PAY	2,978.00	285992
MDU	970.66	100001070	GENERAL ONE TIME PAY	3,750.00	285993
MDU	26.23	100001071	GENERAL ONE TIME PAY	18,000.00	285994
MDU	129.81	100001072	GENERAL ONE TIME PAY	15.00	285995
MDU	6,351.99	100001073	GENERAL ONE TIME PAY	25.00	285996
MDU	112.59	100001074	GENERAL ONE TIME PAY	15.00	285997
MDU	25.41	100001075	GENERAL TRADING	172.22	285998
MDU	376.57	100001076	GERDAU RECYCLING	219.72	285999
MDU	96.21	100001077	GLASS DOCTOR	245.30	286000
MDU	354.28	100001078	GREAT PLAINS TECHNICAL SERVICES	475.00	286002
MDU	131.41	100001079	H&H TRUCKING	11,118.42	286003
MDU	1,298.83	100001080	HACH	1,713.46	286004
XCEL	1,256.73	100001066	HOUSTON ENGINEERING, INC. INFORMATION TECHNOLOGY DEPARTMENT	2,907.75	286006
ACKERMAN ESTVOLD	5,037.50	285947	INTERSTATE BATTERY SYSTEM	907.50	286007
ACME TOOLS	110.94	285948	JERRY'S REPAIR & ALIGNMENT	320.00	286009
ACUITYBRANDS	1,432.32	285949	JLG ARCHITECTS	900.00	286010
ADAPCO, INC.	489.25	285950	JOHN DEERE FINANCIAL	53.97	286001
ADVANCED ENGINEERING & ENVIRONMENTAL	22,399.92	285952			

## April 5, 2021 Regular City Council Meeting

JOHNSON CONTROLS	492.40	286012	REPUBLIC PARKING SYSTEM	24,408.57	286067
KEVIN'S PLUMBING & HEATING	435.47	286013	RONDEL ROTELIUK	44.24	286068
KIMBALL MIDWEST	37.70	286014	RYAN DOSCH	16.50	285972
LAVAUN MACKEY	25.00	286020	SANITATION PRODUCTS	5,193.06	286069
LEARNING OPPORTUNITIES, INC.	2,653.70	286016	SECURITY FENCE, INC.	15.00	286070
LHOIST NORTH AMERICA OF MISSOURI	34,197.91	286018	SOARING EAGLE OUTERWEAR, LLC	65.00	286071
LUMINATOR TECHNOLOGY GROUP	26,480.00	286019	SOURIS RIVER JOINT WATER RESOURCE	429,070.39	286072
MAGIC CITY GARAGE DOOR COMPANY	125.00	286021	SOUTH DAKOTA CHILD SUPPORT	188.31	286073
MAIN ELECTRIC CONSTRUCTION	22,316.89	286022	SPX CORPORATION	490.09	286074
MATTHEW BENDER & COMPANY, INC.	82.10	286017	SRF CONSULTING GROUP	11,197.16	286075
MELANIE MOORE	23.50	286034	STATE WATER COMMISSION	36,268.24	286076
MENARDS	44.50	286024	STRYKER	115.50	286077
MIDSTATES WIRELESS, INC.	125.00	286025	SUNDRE SAND & GRAVEL, INC.	1,580.01	286078
MIDWEST TAPE	50.21	286026	TAYLOR JENSEN	137.50	286008
MILLER LAW OFFICE, P.C.	992.50	286027	THATCHER COMPANY, INC.	10,463.71	286079
MINITEX	2,510.00	286028	TODD FERM CONSTRUCTION, LLC	150.00	286080
MINOT AUTO	1,089.27	286029	TUMBLEWEED PRESS, INC.	1,074.00	286081
MINOT DAILY NEWS	1,198.52	286030	TYLER TECHNOLOGIES, INC.	8,400.00	286082
MINOT EMPLOYEE DONATIONS	780.44	286031	U.S. POST OFFICE	5,000.00	286083
MINOT PARK DISTRICT	2,200.00	286032	UNITED MAILING SERVICE	392.21	286084
NAPA AUTO PARTS	1,511.19	286035	VANTAGEPOINT TRANSFER -- 10###	524.19	286085
NATIONAL PAYMENT CORPORATION	141.60	286036	VERIZON WIRELESS	42.59	286086
ND FRATERNAL ORDER OF POLICE	675.00	286037	VISIT MINOT	7,323.25	286087
ND ONE CALL, INC.	114.05	286038	WARD COUNTY RECORDER	20.00	286088
ND WATER COALITION	1,000.00	286039	WATER BILLING ONE TIME PAY	50.00	286089
NDBOA	610.00	286040	WATER BILLING ONE TIME PAY	163.47	286090
NDBOA	215.00	286041	WATER BILLING ONE TIME PAY	17.29	286091
NEBRASKA CHILD SUPPORT PAYMENT	563.08	286042	WATER BILLING ONE TIME PAY	132.69	286092
NEWMAN TRAFFIC SIGNS	443.04	286043	WATER BILLING ONE TIME PAY	2.73	286093
NORMONT EQUIPMENT CO	87,360.00	286044	WATER BILLING ONE TIME PAY	230.50	286094
NORTHWEST TIRE AND RETREAD	3,812.68	286045	WATER BILLING ONE TIME PAY	577.26	286095
OAKWELLS COMMUTER RAIL OFFICE OF ADMINISTRATIVE HEARINGS	1,965.08	286046	WATER BILLING ONE TIME PAY	7.54	286096
OLSON'S TOWING	1,937.50	286048	WATER BILLING ONE TIME PAY	1.23	286097
PBBS EQUIPMENT CORP	288.34	286049	WATER BILLING ONE TIME PAY	46.57	286098
PRAIRIE SUPPLY	137.48	286051	WATER BILLING ONE TIME PAY	73.10	286099
PREFERRED CONTROLS CORP	15,798.75	286052	WESTLIE FORD	960.92	286100
PRINGLE & HERIGSTAD, P.C.	1,171.40	286053	VERENDRYE ELECTRIC	63,169.70	100001010
PROCOLLECT	2,901.47	286054	MDU	3,318.51	100001081
PROCONTROLS MIDWEST RAILROAD MANAGEMENT COMPANY III, LLC	250.00	286055	MDU	700.27	100001082
REDVECTOR.COM, LLC	2,220.47	286056	MDU	741.64	100001083
REFUND ONE TIME PAY	967.50	286059	MDU	40.27	100001084
REFUND ONE TIME PAY	1,044.00	286060	MDU	24.28	100001085
REFUND ONE TIME PAY	25.00	286061	MDU	160.25	100001086
REFUND ONE TIME PAY	25.00	286062	MDU	307.99	100001087
REFUND ONE TIME PAY	5.99	286063	MDU	25.41	100001088
REFUND ONE TIME PAY	26.72	286064	MDU	1,074.23	100001089
REFUND ONE TIME PAY	1,167.50	286065	MARCO, INC.	137.89	100001090
REFUND ONE TIME PAY	928.50	286066	MARCO, INC.	107.35	100001091
			TOTAL	4,458,729.29	

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

**ORDINANCE NO. 5584 - AMEND THE 2020 ANNUAL BUDGET- CLOSE FUND BALANCE IN RECREATION/AUDITORIUM FUND, INCREASE CAPITAL INFRASTRUCTURE, EMERGENCY FUND TRANSFER OUT EXPENDITURE BUDGET, WATER TREATMENT PLANT PENSION EXPENSE, AND FIRE TRENCH EQUIPMENT – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5584 on second reading to amend the 2020 annual budget to increase the Recreation/Auditorium, Capital Infrastructure, and Emergency Fund transfer out expenditures and General Fund

## **April 5, 2021 Regular City Council Meeting**

transfer in to close the fund balance in the Recreation/Auditorium fund, move budgeted funds from Capital Infrastructure to Water/Sewer/Storm Sewer for 31st Ave Reconstruction, and move excess funds from flood 2015 in Emergency Fund to Water/Sewer/Storm Sewer for the purchase of pump replacement parts, and increase Water Plant pension expense. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5584 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5585 - AMEND THE 2021 ANNUAL BUDGET- PROJECT SAFE NEIGHBORHOODS (2021200003/PD0196) – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5585 on second reading to amend the 2021 annual budget to increase the Police department Capital Equipment Fund revenues & expenditures for camera documentation equipment to be purchased with the Bureau of Justice Assistance's Project Safe Neighborhoods grant award. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5585 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5586 – AMEND THE 2021 ANNUAL BUDGET - SIDEWALK, CURB & GUTTER REPLACEMENT (4554) – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5586 on second reading to amend the 2021 annual budget to increase the Street department sidewalk, curb & gutter expense and special assessment revenues for the 2021 sidewalk, curb & gutter project as described as unit 5 of the Keller Paving & Landscaping contract requesting award of bid. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5586 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5587 - ZONING ORDINANCE TEXT AMENDMENT – ZONING SUPPLEMENT TO THE CITY OF MINOT – SECOND READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5587 on second reading, amending the text of the Zoning Supplement to the City of Minot Code of Ordinances. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5587 on second reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **GA APRON CONSTRUCTION FINAL PAYMENT TO CONTRACTOR (2018500004) – APPROVED**

Alderwoman Olson moved the City Council approve Pay Request #6 – Final to Bluestone Construction for work completed on the General Aviation Apron project and authorize Rick Feltner, Airport Director, to sign applicable Final Payment documentation.

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

### **LICENSE RENEWAL- CHINA STAR – APPROVED**

Alderwoman Olson moved the City Council approve the license renewal for China Star Minot, Inc. dba China Star 88, effective April 6, 2021 through December 31, 2021.

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

### **WATER/SEWER AND STREET DEPT TANDEM AXLE TRUCKS - AWARD OF BID (PROJECT NUMBER 4573) – APPROVED**

## April 5, 2021 Regular City Council Meeting

Alderwoman Olson moved the City Council approve the bid from Westlie Truck Center in the amount of \$285,010.00 for the Water/Sewer Department and Street Department tandem axle trucks and associated equipment.

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

### **BID FOR PICKUPS (PROJECT NUMBER 4598) – APPROVED**

Alderwoman Olson moved the City Council award the bid to Westlie Motor Company as follows:

- Sewer Department            ½ ton 4x4 4-door w/ topper            \$39,357.28
- Street Department            (2) ¾ ton 4x4 extended cab            \$61,259.12
- City Shop                        ½ ton 4x4 regular cab            \$30,125.28

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

### **ORDINANCE NO. 5588 – AMEND THE 2021 ANNUAL BUDGET- SEWER DEPARTMENT PICKUP – FIRST READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5588 on first reading to amend the 2021 annual budget to increase the Sewage Pumping capital equipment expenditure for the purchase of a ½ ton 4x4 pickup. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5588 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **2021 STREET IMPROVEMENT - AWARD BID (4550) – APPROVED**

Alderwoman Olson moved the City Council award the bid for the 2021 Street Improvement Project to the low bidder, Minot Paving Co., Inc. in the amount of \$2,353,353.85 and authorize the Mayor to sign the Agreement.

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

### **2021 CONCRETE PAVEMENT REHABILITATION - AWARD BID (4551) – APPROVED**

Alderwoman Olson moved the award the bid for the 2021 Concrete Pavement Rehabilitation Project to the low bidder, Keller Paving & Landscaping, Inc. in the amount of \$754,152.00 and authorize the Mayor to sign the Agreement.

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

### **2021 STREET PATCHING - AWARD BID (4553) – APPROVED**

Alderwoman Olson moved the City Council award the bid for the 2021 Street Patching Project to the low bidder, Bechtold Paving, Inc. in the amount of \$495,572.25 and authorize the Mayor to sign the Agreement.

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

### **2021 PAVEMENT MARKINGS - AWARD BID (4556) – APPROVED**

Alderwoman Olson moved the City Council award the bid for the 2021 Pavement Markings Project to the low bidder, West River Striping Company, in the amount of \$224,701.73 and authorize the Mayor to sign the Agreement for the project.

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



## **April 5, 2021 Regular City Council Meeting**

### **MANHOLE REHAB – MINOT COUNTRY CLUB - AWARD OF BID (PROJECT NUMBER 4571) – APPROVED**

Alderwoman Olson moved the City Council award the bid to Key Contracting in the amount of \$296,875.00 for the manhole rehab project through the Minot Country Club and authorize the Mayor to sign the contract.

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

### **16TH ST SW AND 37TH AVE SW MILL & OVERLAY - ENGINEERING SELECTION (4592) – APPROVED**

Alderwoman Olson moved the City Council select Moore Engineering, Inc. to perform all consulting engineering for the 16<sup>th</sup> Street SW and 37<sup>th</sup> Avenue SW Mill Overlay project, authorize the City Engineer to negotiate a scope and fee for services, and authorize the Mayor to sign the contract.

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

### **SNOW REMOVAL EQUIPMENT (SRE) BUILDING OVERHEAD DOOR – APPROVED**

Alderwoman Olson moved the City Council approve the purchase of a replacement overhead door for the Snow Removal Equipment Building (SRE) and authorize the Mayor to sign any associated documents.

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

### **CARGO APRON RECONSTRUCTION AND EXPANSION PHASE II (2020500002) – APPROVED**

Alderwoman Olson moved the City Council approve the construction contract with Blue Stone Construction, Inc. - Cargo Apron Reconstruction and Expansion Phase II and authorize the Mayor to sign any applicable documentation.

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

### **ORDINANCE NO. 5589 – AMEND THE 2021 ANNUAL BUDGET- CARGO APRON RECONSTRUCTION AND EXPANSION PHASE II – FIRST READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5589 on first reading amending the 2021 annual budget to increase the Airport's capital revenue and expenses for the Cargo Apron reconstruction and expansion Phase II, which will be funded with Federal, State, and airport cash reserves. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5589 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5590 – AMEND THE 2021 ANNUAL BUDGET- USE OF CASH RESERVES FOR ERP PROJECT CENTRAL PROPERTY MODULE (2019160001/G&A018) – FIRST READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5590 on first reading to amend the 2021 annual budget to increase the Utility Billing Department's data processing expenditures for the purchase of additional Tyler software to be used to integrate the Tyler Utility Billing software with the City GIS system. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5590 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5591 – AMEND THE 2021 ANNUAL BUDGET- BUS VIDEO SURVEILLANCE SECURITY EQUIPMENT (BUS036) – FIRST READING – APPROVED**

## April 5, 2021 Regular City Council Meeting

Alderwoman Olson moved the City Council place ordinance no. 5591 on first reading to amend the 2021 annual budget to increase the Capital Equipment fund State revenue and decrease the Bus Operations fund State revenue for state funding that will replace what was budgeted as a local match and to increase the Bus Operations fund Federal revenue and expenditures and decrease the Capital Equipment fund Federal revenue expenditures for the portion of the video surveillance system that does not meet capital requirements. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5591 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5592 – AMEND THE 2021 ANNUAL BUDGET- USE OF CASH RESERVES FOR INSURANCE EXPENSES OVER BUDGET – FIRST READING – APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5592 on first reading to amend the 2021 annual budget to increase the Airport fund construction equipment insurance expense and Water and Sewer fund Storm Sewer building, automotive and flood insurance expense. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5592 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5593 – AMEND THE 2021 ANNUAL BUDGET - CYBER INSURANCE PROPOSAL – FIRST READING – APPROVED**

Alderwoman Olson moved the City Council approve purchase of cyber insurance coverage and place ordinance no. 5593 on first reading amending the 2021 annual budget to increase the General Fund Data Processing department's general liability insurance expenditure for cyber security insurance. Motion seconded by Alderman Ross and carried unanimously.

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

### **PERMISSION TO USE GOVDEALS ONLINE AUCTION FOR DISPOSAL OF EXCESS EQUIPMENT – APPROVED**

Alderwoman Olson moved the City Council approve the disposal of the following excess vehicles/equipment using the GovDeals online auction service:

- 2005 Dodge Caravan
- 2005 Ford Expedition
- 2015 Ford Expedition
- 1969 Austin-Western Crane
- 2003 Johnston Sweeper
- 2004 Startrans Ambassador Bus
- 2007 Ford F150
- 2016 ADA Compliant Dodge Entervan

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

### **APPROVAL OF EMERGENCY ACTION PLAN (EAP) FOR FLOOD FIGHT PREPAREDNESS – APPROVED**

Alderwoman Olson moved the City Council approve the updated emergency action plan for Flood Fight Preparedness.

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

### **WARD COUNTY EMERGENCY OPERATIONS PLAN – APPROVED**

Alderwoman Olson moved the City Council adopt the Ward County Emergency Operations Plan.

## April 5, 2021 Regular City Council Meeting

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

### **APPROVAL TO PARTICIPATE IN A SOUTH DAKOTA SCHOOL OF MINES WASTE STUDY – APPROVED**

Alderman Olson moved the City Council approve the attached letter to participate in a study with the South Dakota School of Mines for an MSW study for waste to energy.

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

### **BID AWARD FOR FIRE DEPARTMENT TRENCH PROP – APPROVED**

Alderman Jantzer moved the City Council accept the bid from Hight Construction in the amount of \$69,500.00 to construct the trench training prop at the Minot Fire Department Training Facility contingent upon EPA approval.

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

### **PUBLIC HEARING FOR TAXI LICENSE DENIAL – KRISTOPHER BRUNER**

The City Council held a public hearing regarding a Taxi License application filed by Kristopher Bruner. The Police Chief denied the license after a background check revealed that Mr. Bruner had a conviction for assault.

Kristopher Bruner appeared before the Council to find out if he is eligible to renew his taxi license. He said he was previously a cab driver and was approved for a license in 2018 but when he switched employment, the license was denied. He explained that with the higher frequency of travel they need more drivers in town and he has past experience. He asked the Council what his next steps would be and how to proceed.

Mayor Sipma explained that the way the law is written, the license “shall be denied” if the background check reveals certain disqualifications. It limits the ability of the Council to overturn the decision to deny a license. He suggested Mr. Bruner pay attention to any changes that could take place within the ordinance that would grant Council the authority to approve a license.

Chief Klug stated, he is available for questions. He explained the background check is based on a 10-year violent crime record.

There being no further comment, Alderman Jantzer moved the City Council close the public hearing and uphold the decision to deny a City of Minot Taxi Driver’s License to Kristopher Bruner based on his disqualifying criminal record.

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

### **RESOLUTION NO. 3696 – CREATE PAVING DISTRICT 499 FAMILY RECREATION ADDITION (4591) – APPROVED**

Alderman Olson moved the City Council adopt resolution no. 3696 to Create Paving District 499

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

### **RESOLUTION NO. 3697- DIRECT PREPARATION OF THE ENGINEER’S REPORT – PAVING DISTRICT 499 – APPROVED**

Alderman Olson moved the City Council adopt resolution no. 3697 to Direct preparation of the Engineer’s Report for Paving District 499.

## **April 5, 2021 Regular City Council Meeting**

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

### **RESOLUTION NO. 3698- APPROVE THE ENGINEER'S REPORT – PAVING DISTRICT 499 – APPROVED**

Alderwoman Olson moved the City Council adopt resolution no. 3698 to approve the Engineer's Report.

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

### **RESOLUTION NO. 3699- DIRECT PREPARATION OF PLANS AND SPECIFICATIONS – PAVING DISTRICT 499 – APPROVED**

Alderwoman Olson moved the City Council adopt resolution no. 3699 to Direct preparation of Plans and Specifications.

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

### **RESOLUTION NO. 3700- WAIVE THE RESOLUTION OF NECESSITY AND PUBLIC HEARING – PAVING DISTRICT 499 – APPROVED**

Alderwoman Olson moved the City Council adopt resolution no. 3700 to Waive the Resolution of Necessity and Public Hearing since all of the district area has petitioned for the project.

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

### **PAVING DISTRICT 499 – APPROVED**

Alderwoman Olson moved the City Council approve the request for KLJ to provide the necessary engineering services, authorize the city engineer to negotiate a scope and fee, and authorize the Mayor to sign the contract on the City's behalf.

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

### **REIMBURSEMENT RESOLUTION NO. 3701 – PAVING DISTRICT 499 – APPROVED**

Alderwoman Olson moved the City Council adopt reimbursement resolution no. 3701 to reimburse all or a portion of the expenditure made for costs of Paving District 499 out of the proceeds of an obligation, as defined in the Regulations.

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

### **ORDINANCE NO. 5594 – AMEND THE 2021 ANNUAL BUDGET- PAVING DISTRICT 499 – FIRST READING - APPROVED**

Alderwoman Olson moved the City Council place ordinance no. 5594 on first reading amending the 2021 annual budget to increase street department expenditures, local operating, and refunding bond revenue for the Minot Park District paving district # 499. Motion seconded by Alderman Ross and carried unanimously.

Alderwoman Olson moved the City Council pass ordinance no. 5594 on first reading. Motion seconded by Alderman Ross and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **RESOLUTION NO. 3702 - RIGHT OF WAY PERMIT FEE ADOPTION – APPROVED**

Alderman Ross moved the City Council adopt resolution no. 3702 setting right of way permit fees.

## **April 5, 2021 Regular City Council Meeting**

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

### **PARKLET AND STREETERY PROGRAM FOR OUTDOOR DINING – APPROVED**

Jonathan Rosenthal, Economic Development Administrator, gave a presentation on Parklets and Streeterys, which are platforms with fencing on three sides that extend from a downtown sidewalk's curb into a parking space and have the footprint a little smaller than a full-sized car. The level platform improves and expands outdoor dining which can help address general demand for outdoor seating. The proposed program is based on similar programs around the country, including Grand Forks, ND. The platforms are only temporary and can be in place for 6 months from April 15 until October 15. He provided examples of various styles of streeterys and described the proposed process for implementing one in Minot.

Upon questioning by Mayor Sipma, Mr. Rosenthal said, if the policy is approved by Council, details can be found on the City website on the Economic Development page.

Mr. Rosenthal explained the applicable fees for installing a streetry, including inspections fees and the cost of an encroachment permit. He said, the City wouldn't lose any money by eliminating the parking space because parking is already free and Minot does not have metered parking.

Alderman Evans asked about the collaboration with downtown businesses, to which Mr. Rosenthal said, there are two, maybe three businesses ready to implement the program this year. He said, if for some reason, the program doesn't work out, the Council could discontinue it next year.

During his presentation, Mr. Rosenthal suggested only using parallel parking spaces, not angled. Alderman Jantzer asked if they could create a way to make angled spaces usable so that both sides of Main Street could have the opportunity to participate.

The Council applauded Mr. Rosenthal and staff for the creative approach to implement an exciting program in Minot.

Alderman Ross moved the City Council adopt the Parklet/Streetry Program policy.

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

### **APPROVAL OF FIRST DISTRICT HEALTH UNIT SERVICES AGREEMENT – APPROVED**

Alderman Olson moved the City Council approve the agreement with First District Health Unit for providing public health services for fiscal year 2021 and authorize the Mayor and Finance Director to sign the agreement.

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

### **MACEDC PROFESSIONAL SERVICES AGREEMENT – APPROVED**

Alderman Jantzer moved the City Council approve a professional services agreement with Minot Area Chamber EDC (formerly Minot Area Development Corporation) for the continuation of economic development services through the remainder of the 2021 calendar year. Motion seconded by Alderman Olson.

Alderman Pitner asked John MacMartin, Executive Director of MACEDC, if there were salary savings from the past year. Mr. MacMartin explained, the organization receives funding from the City, County and from member investors, but over the past year, the member investor pool decreased. He said, however, the City dollars are specifically used to bring business to town. He mentioned conversations with site selectors and said most of their effort over the past year has been focused on the intermodal port, which will be significant to Minot and North Dakota. He said, he could find some figures on salary savings and get back to the Council.

Alderman Podrygula asked about the subscription service included in the agreement.

## April 5, 2021 Regular City Council Meeting

Mr. MacMartin said, the City Manager brought up the subscription for Location One Information System (LOIS) but he hasn't had a chance to find out the costs. The service is used by site selectors to find information on vacant buildings and land. A lot of information is being found remotely and this program will provide accessible information.

The City Manager continued by saying, the service is similar to Zillow but for industrial property. It is designed to provide information to consumers and is used throughout the country. In his experience, the service is sometimes paid for by utility companies. He spoke with a representative from LOIS who said the subscription would be \$4,500 annually, including the full scope of reports. He said, it would take significant staff time to upload and maintain the data but it is very beneficial. Behaviors are adapting and more research is being done online rather than in person. LOIS will provide a better chance for success.

Alderman Evans mentioned that a few months ago, Visit Minot approached Council with a plan that included specific, measurable, deliverables. By comparison, this agreement is vague and written at a macro level. She raised concerns that the specifics will be provided after the money is spent and said the language is not satisfying to her or to taxpayers.

Mr. MacMartin said, the report submitted in December included the measurable outcomes such as connections with site selectors and Business Retention and Expansion.

Mayor Sipma said that economic development takes place behind the scenes which is why this arm of the organization exists.

Mr. Stewart stated, he understands the need for accountability and transparency but because this agency is so new there hasn't been time to develop a comprehensive strategic economic plan. This nine-month contract will allow time to put a plan in place, develop the roles within the agency, and figure out the larger issues.

Upon further questioning, Mr. Stewart said, MACEDC would be responsible to deliver 75% of the property data into LOIS by the end of the year. They estimate it will take one year to upload all of the information, so since the contract will cover about 75% of that timeframe, they anticipate to have 75% of the data inputted.

Alderman Pitner moved the City Council amend the MACEDC agreement to require the MACEDC to provide funding for the subscription of Location One Information System (LOIS). Motion seconded by Alderman Evans.

Mr. MacMartin said, when he was informed of the fee, it was his intention to find the money internally. He also commented that a lot of what they do at MACEDC is taken for granted, for example, the attorney's work on the CTE and with the MAGIC Fund.

John Knecht, Chairman of the MACEDC Board, reminded the Council, the organization is only four months old. After they merged the two large organizations, the Board developed and approved 11 strategic initiatives. Some are longer term and will not be completed this year.

Alderman Podrygula said the Council has changed historically to focus more on economic development. They need a better sense of their strategy and he would like to focus on the process.

A vote was taken on the amendment by Alderman Pitner, seconded by Alderman Evans and failed by the following roll call vote: ayes: Evans, Pitner; nays: Jantzer, Olson, Podrygula, Ross, Sipma.

Alderman Evans moved the City Council amend the MACEDC Agreement to include the 11 initiatives that were approved by the MACEDC Board of Directors. Motion seconded by Alderman Podrygula.

The City Manager stated, he plans to schedule a Council work session in May focused on economic development. The work session will include a presentation on the 11 initiatives discussed by the Chamber EDC.

A vote was taken on the amendment by Alderman Evans, seconded by Alderman Podrygula and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

Alderman Pitner expressed concern over the lack of measurable outcomes in the agreement. He said, they are responsible to the taxpayers and there are measurables that could be included in the agreement. He said, although the port demonstrates a big win for the community, when it comes to deliverables, they aren't seeing other rewards from the funding.

## April 5, 2021 Regular City Council Meeting

Mayor Sipma reminded the Council, there are millions of dollars under consideration by the Legislators in Bismarck and they are watching the Council's decisions, especially regarding economic development.

Alderman Ross commented that there's a difference between attracting a softball tournament compared to attracting businesses considering locating to Minot. He expressed frustration that they are not demonstrating united support for economic development.

Alderwoman Evans said she is not accountable to the legislators in Bismarck but she is accountable to taxpayers. A vote against this agreement is not a vote against economic development. There are valid questions and concerns with the agreement and they are trying to ensure the best use of the funds to improve economic development.

Whereupon a vote was taken on the motion by Alderman Jantzer, seconded by Alderwoman Olson, as amended, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Ross, Sipma; nays: Evans, Pitner.

### **RESOLUTION NO. 3703- TERMINATING COVID-19 RELATED RESOLUTIONS – APPROVED**

Alderwoman Olson moved the City Council adopt resolution no. 3703 to terminate the following COVID-19-related resolutions, effective at 12:01 AM on May 15, 2021:

- Resolution 3660 – Resolution to Address Employee Absences Due to COVID-19 Pandemic;
- Resolution 3670.1 – Temporary Employment Policy Regarding Mask Usage;
- Resolution 3675.2 – Temporary Policy Requiring Visitors to Wear Masks While in City Buildings.

Motion seconded by Alderman Pitner.

Alderman Podrygula moved the City Council amend the resolution to extend the extra employee benefits until October, which would make the benefits effective for one year. Motion seconded by Alderwoman Evans.

Alderwoman Olson said, they have been generous thus far considering the Federal funding ended December 31<sup>st</sup>. By the time the resolution takes effect on May 15<sup>th</sup>, all employees will have had the opportunity to get the vaccine if they want to do so.

Alderman Pitner agreed and said it is the employee's own personal risk if they choose not to get vaccinated.

City Attorney, Kelly Hendershot, clarified that employee benefits have been in place since March 16, 2020.

Mayor Sipma said he does not support the motion when looking at the treatments available and the accessibility of vaccines.

Alderman Jantzer asked if the resolution would affect normal available sick leave, to which Mr. Stewart responded by saying, employers with less than 500 employees were required to offer emergency paid sick leave up to 80 hours for COVID related events. The City of Minot went above and beyond in addition to regular sick leave and vacation time. He said, he notified all employees about the potential changes and has not received any feedback or concerns.

Alderman Podrygula amended his motion to include the continuation of paid emergency sick leave for individuals who have been vaccinated but still contracted COVID-19. Alderwoman Evans, as the second, agreed.

A vote was taken on the motion by Alderman Podrygula, seconded by Alderwoman Evans and failed by the following roll call vote: ayes: Evans, Podrygula; nays: Olson, Jantzer, Pitner, Ross, Sipma.

Alderman Podrygula said he will support the motion but he cautioned everyone to remember we are not yet out of the woods with the virus. He said he is willing to end the mask policies but strongly recommends staff continue to wear masks. The May 15<sup>th</sup> implementation buys time and he encouraged the Mayor to react if things start to go badly. He raised concerns about the variants which may be more contagious and of vaccine avoidance.

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

### **PERSONAL APPEARANCES**

## **April 5, 2021 Regular City Council Meeting**

Christopher Scott, a student at MSU, spoke to the Council to advocate for the curbside recycling program in Minot. He said, MSU outsources to Earth Recycling but it does not include plastics.

The Mayor thanked him for his comments and said the process is moving forward with the construction of a transfer facility. He mentioned however, the program will include residential services but that does not include the MSU campus.

### **SUPERFUND UPDATE**

Jason Sorenson, Assistant Director of Public Works provided a brief update to the Council regarding the Superfund Site. He said, he and the City Attorney have had multiple meetings with the EPA over the last couple months. The EPA is currently drafting documents for the State. The draft documents should be wrapped up in May and then they would be ready to go court and get the documents modified. The Park District is drafting a work plan to outline details of the work to be done. Mr. Sorenson said he is working on an updated operations and maintenance manual.

### **MISCELLANEOUS & DISCUSSION**

Alderman Podrygula thanked Kevin Braaten, the Street Superintendent, and his crew at Public Works for giving him a tour of the brine facility, which the staff fixed up themselves. He had a chance to go out with the asphalt crew and use the new equipment that was recently approved by Council. It should make a major difference in patching streets. He said he looks forward to more tours.

Mayor Sipma said the Fire Department has been exceptionally busy and he reminded everyone to be mindful of the dry conditions and the burn ban in place.

### **ADJOURNMENT**

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderman Ross and carried unanimously. Meeting adjourned at 7:32 pm.

ATTEST: \_\_\_\_\_  
Kelly Matalka, City Clerk

APPROVED: \_\_\_\_\_  
Shaun Sipma, Mayor