

January 6, 2020 Regular City Council Meeting

MINOT CITY COUNCIL – SCHEDULED MEETING – JANUARY 6, 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.

Dec. 3rd – KMOT Interview
Dec. 5th – KXMC Interview
Dec. 5th – Military Affairs Committee
Dec. 5th – Edgewood Vista Senior Visit
Dec. 5th – Minot Association of Builders emcee Christmas Event
Dec. 6th - Team Minot Holiday Social at MAFB
Dec. 9th – IEDC Stakeholder Presentation
Dec. 9th – Task Force 21 Committee Meeting
Dec. 10th– City Hall Technical Team Committee
Dec.10th – NDSF Christmas Event
Dec. 11th - City Employee Awards
Dec. 12th – KXMC Interview regarding City Hall Security
Dec. 15th – CP Rail Holiday Train Greeting
Dec. 16th – Ward County Weed Board Meeting
Dec. 17th – City Council Meeting
Dec. 18th – Flood Protection Home Acquisition
Dec. 19th – MADC Board Meeting
Dec. 19th – MSU Holiday Social
Dec. 23rd – KXMC Interview regarding State of the City
Dec. 31st – KMOT Interview regarding Employee Training
Jan. 2nd – KXMC Interview regarding Employee Training

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

The Mayor then brought attention to the “Minot Through Your Eyes” Community challenge. He said, it is an opportunity for members of the community to provide the City with their artistic vision of Minot. Entries can be submitted online or through Instagram using #myminot or #oneminot. The deadline for submissions is January 27th and the winners will be announced at the State of the City Address February 6th. He added, they expect the submissions to illustrate the diverse views of our community.

MAYORAL APPOINTMENTS – APPROVED

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

Visit Minot

Amanda Shappell appointed to replace Vance Castleman with a term to expire December 2020.

Renaissance Zone Board

Michael King reappointed with a term to expire January 2023

Pete Hugret reappointed with a term to expire January 2023

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Jen Cook reappointed with a term to expire January 2023

Pat Bailey appointed to replace Denise Lindbo with a term to expire January 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 dates. The Planning Commission began a new schedule with meetings taking place the first Tuesday of each month so January 7th will be the first meeting of the year. City offices will be closed January 20th in observance of Martin Luther King Day. City Council will take place Tuesday, January 21st because of the holiday. The State of the City Address is February 6th.

Mr. Barry then announced that election packets are available for anyone interested in running for City Council. There are three seats available and potential candidates need to collect 300 signatures for their name to be placed on the ballot. The deadline to submit the packets in April 6th at 4:00 pm and the election will be held June 9th at the Minot Auditorium.

He presented information on 2019 in review. Some accomplishments include, a financial correction which restored \$13 million per year and reduced operation costs by \$8 million per year. He mentioned the stabilized workforce, which he described in detail during his last presentation, explaining the reduced turnover and workforce improvement package. He said, they tirelessly lobbied State Representatives on behalf of Minot to increase our share of Hub City funding by 250%. They changed the legislative priority setting process and successfully lobbied for NAWS and Flood Control funding to receive one of the largest funding appropriations in state history for water projects. He also mentioned their success in increasing allowable traffic fines in the state although City ordinances haven't been changed yet, and they should discuss the topic soon. There were two dozen ordinance changes that took place to improve processes, modernize policy making and be more business-friendly. Processes have also been adjusted to focus on more data-driven decision making to fix problems instead of symptoms.

He also elaborated on the activities planned for 2020. He said, they are going through executive team building exercises throughout the year to work on team dynamics and relationships. They will be reporting on the goals of 2019 to present a goal report in the next couple months. The Recruitment Task Force is working to bring a recommendation to the Council in the first quarter. The executive team is working on Key Performance Indicators and developing 2020 goals. Mr. Barry discussed future activities in the areas of customers, operations, strategy, employees, and finances.

He acknowledged the Building and Inspections Department for holding a New Code Workshop to educate members of the community on the newly adopted building codes. There were about 40 industry professionals in attendance.

The City Manager brought attention to the Minot Airport boarding growth for November which was the highest year over year growth of any North Dakota commercial service airport. A graph demonstrated the comparison between other cities and showed the upward trend for boarding at Minot International Airport.

Mr. Barry reminded the Council to review the Community Engagement Strategy that was distributed at the last meeting. He welcomed any feedback and said he is anticipating general adoption of the strategy during the next Council meeting.

The City Manager took a moment to congratulate two employees on their retirement. Barb McPeak, PSAP Manager is retiring after 32 years with the City and Landi Funke, Finance Administrative Assistant, retired after 24 years with the City. He also mentioned the promotion of Luke Tillema from Mechanical Inspector to Building Official and Gage DeGroot from Plumbing Inspector to Senior Mechanical Inspector.

He concluded his report by inviting Police Chief Jason Olson to present the NDPOA Bravery Award. Captain Klug, President of North Dakota Peace Officer's Association, presented Officer Krysta Becker with the NDPOA Bravery Award for her involvement in a call on July 20th. The call involved a suspect with a handgun and Becker convinced the suspect to drop the firearm while officers extracted a young girl from the home.

ATTORNEY REPORT

The City Attorney submitted a written report.

APPROVAL OF THE MINUTES – APPROVED

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Alderman Pitner moved the City Council approve the minutes of the December 16, 2019 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 December in the amount of \$5,030,925.98.

AAAE-GREAT LAKES CHAPTER 1001606	35.00	BAKER & TAYLOR BOOKS 1001623	10916.30
ABRAHAMSON TRUCKING 280464	750.00	BAKER TILLY VIRCHOW KRAUSE, LLP 280484	7950.00
ACKERMAN ESTVOLD 280465	8395.00	BAKKE GRINOLDS WIEDERHOLT 280282	480.00
ACME TOOLS 1001607	1960.81	BAKKE GRINOLDS WIEDERHOLT 280421	353.40
ADELMAN, SHANE 280466	220.00	BALLANTYNE, SCOTT D 280485	300.00
ADOBE SYSTEMS INC. 1001608	29.99	BARRY, TOM 280486	300.00
AE2S CONSTRUCTION LLC 280467	7415.50	BATTERIES PLUS BULBS #639 280283	8.99
AIRPORT LIGHTING COMPANY 280276	1149.60	BATTERIES PLUS BULBS #639 1001624	315.93
AIRS 1001609	75.00	BAUER, KATHERINE 280284	41.76
AIRSIDE SOLUTIONS 280468	563.70	BEAN, EILEEN 280285	40.14
ALL AMERICAN TROPHIES 280419	34.00	BEAN, EILEEN 280487	.00
ALL AMERICAN TROPHIES 1001610	703.00	BEAN, EILEEN 280676	20.53
ALL SEASON ARENA 280420	13437.95	BERRY DUNN MCNEIL & PARKER LLC 1001625	53636.39
ALL SEASON ARENA 280469	4645.99	BERT'S TRUCK EQUIPMENT 280488	461.00
ALLEGIAN AIR 1001611	215.00	BEST BUY BUSINESS ADVANTAGE ACCOUNT 1001626	875.20
AMAZON.COM 1001616	4283.26	BLANCHARD, BRYCE 280489	576.00
AMAZON/GEGRB 280472	2525.16	BLUE TO GOLD, LLC 280490	149.00
AMERCO REAL ESTATE 280473	1037.50	BLUE 360 MEDIA 1001627	3863.22
AMERICAN PLANNING ASSOC 1001617	531.00	BLUETARP FINANCIAL, INC 1001628	3546.16
AMERICAN PUBLIC WORKS ASSN. 280277	2975.00	BOLTON, EDWARD T 280286	543.02
AMERIPRIDE 280278	153.28	BORDER STATES INDUSTRIES INC 1001629	47.96
AMERIPRIDE 280474	76.64	BOUND TREE MEDICAL 1001630	406.41
ANDERSON, JANET 280475	20.16	BOYKO, CARLI NICOL 280422	40.00
APEX ENGINEERING GROUP 280279	8501.47	BRAYS SADDLERY 1001631	150.00
APEX ENGINEERING GROUP 280476	183648.54	BUDGET MUSIC & VIDEO 1001632	532.64
APH/AUTO VALUE 280280	10.00	BUTLER MACHINERY CO. 280287	249.61
APPLE BOOKS 1001618	559.12	BUTLER MACHINERY CO. 1001633	1173.74
AQUA-PURE INC 280281	1760.76	CALLYO 2009 CORP 1001634	2040.00
AQUA-PURE INC 280477	17348.08	CASTLEMAN, BRENT 280493	87.10
ARROWHEAD ACE HARDWARE 280479	59.88	CDM SMITH 280494	234265.50
ARROWHEAD ACE HARDWARE 1001619	550.17	CDW GOVERNMENT INC 280288	663.00
ASHAM, CARMEN 280480	98.88	CDW GOVERNMENT INC 1001635	7115.53
ASSOCIATION OF STATE FLOODPLAIN 1001620	410.00	CITY LAUNDRY 1001636	62.91
AT & T 280481	1355.00	CITY OF MINOT 280289	110.00
AT&T 1001622	3712.71	CITY OF SAINT PAUL 280495	275.00
ATTIC, THE 280482	1340.00	CLAREY'S SAFETY EQUIPMENT INC. 1001637	1016.04
BAG LLC 280483	150.00	CLEAN HARBORS ENV. SERVICES 1001638	20624.16

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CMT CONCRETE & CONSTRUCTION	46591.52	280496	GERDAU RECYCLING	23.14	1001665
COLLECTION SERVICES CENTER	563.08	280423	GILBERTSON, DANIEL	932.80	280555
COLLECTION SERVICES CENTER	563.08	280677	GILLISS, SHANE	319.60	280556
COLONIAL LIFE PREMIUM PROCESSING	2626.64	280290	GILLISS, SHANE	123.60	280680
COMPUTER INTELLIGENCE ASSOCIA	399.95	280291	GLASS DOCTOR	769.92	280330
CONE, PATRICIA	1640.16	280497	GLENNIS BEREBUBE LIFE ESTATE	1044.00	280557
CORE & MAIN	2581.10	1001639	GOETTLE, SHANE C	3500.00	280331
CORTEC GLOBAL SERVICES INC	268.26	280498	GRAINGER	678.72	1001666
CPS, LTD	1740.00	280292	GRAND FORKS FIRE EQUIPMENT	282.06	1001667
CREATIVE CONCRETE	65874.44	280293	GRANITE SPRINGS CO.	.00	280332
CREDIT COLLECTIONS BUREAU	824.99	280424	GRANITE SPRINGS CO.	40.25	280441
CREDIT COLLECTIONS BUREAU	316.66	280678	GRAVEL PRODUCTS, INC.	286.35	280333
CURT'S STARTER & ALT. SERVICE	244.85	1001640	GRAYBAR	465.18	1001668
DACOTAH PAPER CO.	249.50	280294	GREAT LAKES CHAPTER AAAE	35.00	280681
DACOTAH PAPER CO.	2123.76	280499	GRESS, MARK	341.76	280559
DACOTAH PAPER CO.	131.22	1001641	GULBRANSON, RONALD	1418.40	280560
DAKOTA FIRE EXTINGUISHER	426.40	1001642	GULKE, ASHLEY	240.00	280682
DAKOTA FLUID POWER, INC	568.29	280295	HAALAND, JAY	49.50	280334
DAKOTA FLUID POWER, INC	9.90	280500	HACH	1223.80	1001669
DAKOTA OUTERWEAR CO.	105.80	280501	HAMPTON INN & SUITES--BISMARCK	96.00	1001670
DAKOTA SUPPLY GROUP	415.63	1001643	HANSON, JONATHAN	319.60	280562
DAKOTA TRUCK & FARM	356.61	280296	HANSON, JONATHAN	123.60	280683
DAKOTALAND AUTOGLASS	490.00	280502	HARLEYS	30.96	280335
DAVIDSON CONSTRUCTION	4725.00	280297	HARLEYS	20.97	280563
DAVIS, JAMES R	720.48	280504	HARTWIG, KENT	504.00	280565
DAVIS, LAURIE	795.00	280298	HAWKINS, INC	14428.70	280336
DE LEON, AMADO	484.32	280505	HAWKINS, INC	1826.00	280566
DELL MARKETING L.P.	7952.20	280299	HEIDE PROPERTIES 1, LLP	500.00	280337
DELL MARKETING L.P.	20082.44	280507	HIGH POINT NETWORKS, LLC	2725.00	280567
DELTA AIR LINES	70.00	1001644	HIVIS SUPPLY	105.59	1001671
DIG IT UP BACKHOE SERVICE	434429.46	280509	HOBBY LOBBY	61.74	1001672
DIRECTV	262.97	1001645	HOLOPHANE	14500.00	280338
DOMESTIC VIOLENCE CRISIS CENTE	.00	280300	HOLTE, KRISTEN	15.00	280339
DOMESTIC VIOLENCE CRISIS CENTE	1573.23	280425	HOME DEPOT CREDIT SERVICES	844.88	1001673
DXP ENTERPRISES, INC	4564.50	1001646	HOME OF ECONOMY	490.58	1001674
DYNAMIC SAWING & CORING, LLC	1200.00	280510	HOMETOWN ELEGANCE EVENT CATERING	4067.84	1001675
DYNAMISM	4765.15	1001647	HOUSTON ENGINEERING, INC	31795.44	280569
EAPC ARCHITECTS	2062.50	280511	HOUSTON ENGINEERING, INC	966.00	280684
ECOLAB	144.59	280426	HOWARD, CHAD B	1170.24	280570
ECOLAB	111.67	280512	HP INC	1601.18	280340
ELDORADO NATIONAL - CALIFORNIA	57.58	280301	HUGHES, HARRY	7523.17	280564
EMERGENCY AUTOMOTIVE TECHNOLOGIES	41.61	280302	I. KEATINGS FURNITURE INC.	41263.55	280571
EMERGENCY REPORTING	8497.00	280303	IAAI	125.00	1001676
ENERBASE	36504.94	280317	INFORMATION TECHNOLOGY DEPARTMENT	2678.73	280342
ENERBASE	2857.85	280436	INNOVATIVE OFFICE SOLUTIONS LLC	108.12	1001677
ENERBASE	33504.61	280540	INTELLIMODUS LLC	7698.00	280572
ENERBASE	1588.43	1001648	INTERNATIONAL ASSN. OF	865.00	1001678
ENGLE, MICHAEL	300.00	280541	INTERNATIONAL ASSOC OF ELEC INSP	288.13	1001679
ENTERPRISE RENT-A-CAR (2144)	465.39	1001649	INTERNATIONAL CODE COUNCIL, INC	1927.90	1001680
ENVIRONMENTAL PRODUCTS & ACCESS	1762.30	1001650	INTERNATIONAL MUNICIPAL LAWYERS AS	350.00	1001681
EUNICE M LOHSE LIVING TRUST	325.92	280542	J C PENNEY CO	112.47	1001682
EVANS, PATRICK	932.80	280543	JAMESTOWN COMMUNICATIONS	572.85	1001683
EVIDENT, INC	85.00	1001651	JEROMES COLLISION CENTER	3864.02	280443
FACTORY MOTOR PARTS	812.79	280319	JH MEDICAL SUPPLY	157.70	280573
FACTORY MOTOR PARTS	700.93	280544	JIMS WELDING, INC.	1049.00	280574
FACTORY MOTOR PARTS	72.00	1001652	JOHNSON CONTROLS	168.40	1001684
FARSTAD OIL CO	1490.60	280320	JOHNSON, CHAD	23337.12	280575
FARSTAD OIL CO	1056.25	280545	KADRMAS, LEE & JACKSON (BISMARCK)	55152.34	280576
FASTENAL COMPANY	15.75	280321	KALIX	26.27	1001685
FASTENAL COMPANY	106.45	1001653	KELLER PAVING AND LANDSCAPING	474808.10	280577
FBI-NAA NORTHWEST CHAPTER	250.00	1001654	KELLER, KASSIDEE	10.00	280685
FEDERAL EXPRESS	44.63	1001655	KIMMEL JR., DAVID	696.00	280578
FELTNER, RICHARD	335.50	1001656	KLABUNDE, JAY	15222.40	280579
FERGUSON ENTERPRISES, INC	1102.27	1001657	KLIMPPEL EXCAVATING, INC.	140.00	280343
FERGUSON WATERWORKS #2516	860.17	1001658	KLIMPPEL EXCAVATING, INC.	140.00	280580
FERRELLGAS, L.P.	5.00	280322	KRANZ, EDGAR	465.12	280582
FIDELITY SECURITLY LIFE	2755.40	280546	L-TRON CORPORATION	329.00	1001686
FIRE EQUIPMENT CO.	227.50	280323	LAKE SHORE	796.91	1001687
FIRE SAFETY USA, INC	243.50	1001659	LANDRUM AND BROWN, INC	2000.00	280445
FIRST DISTRICT HEALTH UNIT	30.00	280324	LAVERDURE, SHANE	100.00	280344
FIRST DISTRICT HEALTH UNIT	8333.34	280547	LAVERDURE, SHANE	100.00	280583
FIRST INTERNATIONAL BANK & TRUST	1200.00	280679	LEXISNEXIS MATTHEW BENDER	249.61	280345
FIRST WESTERN INSURANCE	66.00	280325	LHOIST NORTH AMERICA OF MISSOURI	20062.44	280446
FLAGSTAD, SANDY	5.00	280437	LHOIST NORTH AMERICA OF MISSOURI	10503.18	280584
FLAIL-MASTER	353.31	280548	LINNEL, MICHAEL	341.76	280585
FLEETMIND SOLUTIONS INC	1987.50	280438	LOWES GARDEN CENTER	1070.00	280346
FLEETMIND SOLUTIONS INC	.40	1001660	LOWES PRINTING, INC.	1923.42	280347
FLEXIBLE PIPE TOOL COMPANY	3699.25	280549	M & S SHEET METAL, INC.	93.00	280586
FORTERRA PIPE & PRECAST	10940.08	280326	M&T FIRE AND SAFETY INC	50.00	1001688
FRED PRYOR SEMINARS	128.00	1001661	M-B COMPANY	6607.54	280587
FUNKE, LANDI	76.50	280550	MADC	27375.00	280348
G & P COMMERCIAL SALES	1108.91	280551	MADRY, BOBBY	776.64	280588
G & P COMMERCIAL SALES	93.19	1001662	MAGIC CITY GARAGE DOOR COMPANY	218.80	1001689
GALE	1445.04	280327	MAIN ELECTRIC CONSTRUCTION	97.00	280447
GALE	79.82	280552	MARKETPLACE FOODS	86.63	1001690
GALLS LLC	1071.86	1001663	MARYSVILLE MARINE DISTRIBUTORS	1772.50	280589
GAME STOP	100.00	280328	MASIMO AMERICAS, INC	4256.00	1001691
GENERAL TRADING	65.25	280329	MATERIAL TESTING	9084.50	1001693
GENERAL TRADING	231.50	280553	MATHIESON, MARK	264.00	280590
GENERAL TRADING	521.27	1001664	MCMASTER-CARR	206.77	1001694
GEOLOGIC COMPUTER SYSTEMS	2957.50	280439	MCMWILLIAMS, MIKAYLA	63.80	1001695
GERDAU RECYCLING	36.00	280554	MED-TECH RESOURCE, INC.	65.00	1001696

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MENARDS	19.96	280349	OVERDRIVE	5106.77	280376
MENARDS	15.49	280591	OVERDRIVE	3226.60	280625
MENARDS	4061.47	1001702	OVERHEAD DOOR CO. OF MINOT	120.00	280377
MICROSOFT CORPORATION	1778.00	1001703	OVERHEAD DOOR CO. OF MINOT	280.00	280626
MIDSTATES WIRELESS, INC	56.25	280350	PAPPENFUS, MATTHEW	2484.48	280627
MIDSTATES WIRELESS, INC	5337.50	280592	PEREZ JR., ISRAEL	150.00	280378
MILITARY NAMES	27.00	1001704	PETCO	223.96	1001734
MILLER, JESSE	264.00	280593	PIERSON, CAITLYN	4500.00	280379
MINOT AUTO	707.98	280353	PITNEY BOWES INC.	114.45	1001735
MINOT AUTO	1729.12	280597	PITNEY BOWES RESERVE ACCOUNT	800.00	280628
MINOT AUTO	284.59	1001705	POSSEN, LACEY	4.87	1001736
MINOT BURGER, LLC	4613.76	280598	PRAIRIE SCALE SYSTEMS, INC	1137.40	1001737
MINOT CHAMBER OF COMMERCE	5386.34	280354	PRAIRIE SUPPLY	345.98	280380
MINOT CHAMBER OF COMMERCE	2279.80	280686	PRAIRIE SUPPLY	191.50	1001738
MINOT CHAMBER OF COMMERCE	882.00	1001707	PREMIER DEVELOPMENT 2, LLC	2496.96	280629
MINOT COMMISSION ON AGING	7083.34	280599	PREMIERE HOSPITALITY, LLC	3676.32	280630
MINOT CONVENTION&VISITORS BUR.	28417.13	280448	PRINGLE & HERIGSTAD, P.C.	1217.55	280631
MINOT CONVENTION&VISITORS BUR.	14688.05	280600	PROCOLLECT	1038.05	280632
MINOT DAILY NEWS	401.28	280355	PROTECH INTEGRATIONS LLC	44.97	280381
MINOT DAILY NEWS	48.64	280449	PUPPY DOG PROPERTIES, LLC	2420.16	280633
MINOT DAILY NEWS	1979.04	280601	RADISSON HOTEL BISMARCK	1226.88	1001739
MINOT DAILY NEWS	59.28	1001708	RALPH'S PLUMBING	9801.77	280382
MINOT ELECTRIC	584.04	1001709	RAYMOND, DANNY	264.00	280634
MINOT EMPLOYEE DONATIONS	1418.00	280687	RAZOR TRACKING INC	319.00	280383
MINOT LUMBER	9901.34	280356	RDO EQUIPMENT	248.99	280696
MINOT LUMBER	43.45	280602	RDO EQUIPMENT	628.20	1001740
MINOT LUMBER	17.46	1001710	RECORDED BOOKS	297.00	1001741
MINOT PARK DISTRICT	101350.63	280357	RED WING STORE	1692.68	1001742
MINOT PARK DISTRICT	1000.00	280603	REISENAUER, RICK	5.00	280635
MINOT PLUMBING&HEATING CO INC	514.62	1001711	RENZ, CECIL LIFE ESTATE	695.04	280636
MINOT SASH & DOOR, INC.	1975.00	1001712	REPUBLIC PARKING SYSTEM	35471.45	280637
MINOT VETERINARY CLINIC	3930.00	1001713	RHI SUPPLY	602.98	1001743
MINOT, CITY OF	3.94	280604	RIETVELD, TIMOTHY	424.80	280638
MINOT'S FINEST COLLISION CENTER	262.20	280688	ROACH, ANDREW	30.38	280639
MISC P CARD VENDOR	16757.80	1001719	ROBISON, CARI	50.00	280697
MN CHILD SUPPORT PAYMENT CENTER	172.12	280450	ROLAC CONTRACTING	170299.80	280453
MN CHILD SUPPORT PAYMENT CENTER	172.12	280689	ROTELIUK, RONDEL	81.78	280641
MOBOTREX	708.00	280605	RYAN GMC	86.04	280385
MOORE, MELANIE	88.00	280606	SANDIFER, JAMES	696.00	280642
MOORE, MELANIE	87.50	280690	SANITATION PRODUCTS	1202.16	280643
MOTZ ENTERPRISES, INC	11000.00	280358	SAYRE, RAY	384.00	280644
MOWBRAY & SONS	7716.00	280359	SCHMIDT, BRANDON	341.76	280645
MOWBRAY & SONS	11546.00	280607	SCHOCKS SAFE AND LOCK SERVICE	50.00	280386
MOWBRAY & SONS	3325.50	1001720	SCHOCKS SAFE AND LOCK SERVICE	190.95	280646
MUNICODE	450.00	280360	SCHOCKS SAFE AND LOCK SERVICE	150.85	1001744
MUUS LUMBER	20.99	1001721	SCREENCLOUD	40.00	1001745
MVTL LABORATORIES	1009.00	1001722	SEARS HOLDINGS	100.00	280387
NAPA AUTO PARTS	752.88	280362	SHARPLOGIXX, LLC	89900.00	280647
NAPA AUTO PARTS	934.30	280609	SHELKEY, MELODY	5.04	1001746
NAPA AUTO PARTS	1009.16	1001723	SIDENER, MICHAEL	10.00	280388
NARDINI FIRE EQUIPMENT	350.00	1001724	SOURIS BASIN PLANNING COUNCIL	4208.33	280390
NATIONAL PAYMENT CORPORATION	143.93	280363	SOURIS BASIN TRANSPORTATION	40000.00	280454
ND CHILD SUPPORT	25.00	280610	SOURIS RIVER JOINT WATER RESOURCE	1525898.64	280392
ND DEPT OF HEALTH	1024.86	280451	SOUTH DAKOTA CHILD SUPPORT	175.87	280455
ND DEPT OF TRANSPORTATION	15081.12	280364	SOUTH DAKOTA CHILD SUPPORT	175.87	280698
ND DEPT OF TRANSPORTATION	2205.73	280611	SOUTHEAST MUFFLER	33.00	280393
ND FRATERNAL ORDER OF POLICE	1450.00	280691	SPENCER, DAVID	675.00	280394
ND ONE CALL, INC	434.65	280365	SRF CONSULTING GROUP	6945.88	280648
ND RURAL WATER SYSTEMS ASSN	245.00	280692	SRT COMMUNICATIONS	9120.72	1001749
ND SAFETY COUNCIL, INC.	390.00	280366	STAPLES	129.35	1001750
ND STATE PLUMBING BOARD	108.44	1001725	STATE BOARD OF LAW EXAMINERS	405.00	280396
ND WATER COALITION	1000.00	280693	STATE WATER COMMISSION	31333.79	280649
ND WATER USERS ASSN.	1200.00	280694	STEBBINS, ERIC	1188.00	280650
NDDOT - MINOT	1448.00	280612	STEVENS EQUIPMENT SUPPLY	355.46	1001751
NELSON, ALEX	220.00	280613	STEVICK BUSINESS SPECIALTIES & WEAR	446.00	1001752
NELSON, PAUL	696.00	280614	STODDARD, DEANNA	82.50	1001753
NET TRANSCRIPTS	461.68	280367	STRAUSS, ALEC	435.75	280397
NET TRANSCRIPTS	337.50	280615	STREICHER'S	297.75	280456
NEWMAN TRAFFIC SIGNS	323.64	280368	STREICHER'S	13428.80	280651
NIELSEN, LANCE	676.80	280616	STREICHER'S	2986.45	1001754
NORMONT EQUIPMENT CO	1987.86	280617	SUND, STUART J	300.00	280652
NORTH COUNTRY SPORTSWEAR	1629.04	280618	SUNDRE SAND & GRAVEL, INC.	22099.84	280653
NORTH COUNTRY SPORTSWEAR	285.00	1001726	SUPERION, LLC	556.40	280398
NORTH PRAIRIE RURAL WATER	213.01	1001727	SWANSON & WARCUP, LTD	8638.40	1001755
NORTH WINDS TRUCK ACCESSORIES	805.00	280619	SWANSTON EQUIPMENT	135.77	280399
NORTHERN BRAKE	38.95	280369	SWANSTON EQUIPMENT	30.86	280654
NORTHERN TESTING	293.00	280370	TARGETS ONLINE	28.64	1001756
NORTHERN TESTING	355.00	280620	TEAM ELECTRONICS INC	555.25	1001757
NORTHERN TRUCK EQUIPMENT CORP	2448.55	280371	THATCHER COMPANY, INC	10460.72	280655
NORTHWEST PROJECTOR	1200.00	280372	THATCHER COMPANY, INC	13244.00	280700
NORTHWEST TIRE AND RETREAD	7343.09	280374	THE GOOD TALK, LLC	850.00	280400
NORTHWEST TIRE AND RETREAD	7177.15	280621	THE TAP ROOM	744.00	1001758
NORTHWEST TIRE AND RETREAD	6536.98	1001728	THOMSON REUTERS-WEST PAYMENT CENTER	528.00	1001759
NOVA FIRE PROTECTION CO.	1905.00	1001729	THORSRUD SUPPLY CO., INC.	468.00	1001760
NOYES, JOSHUA	220.00	280622	TITAN MACHINERY	520.33	280401
OBERGFELL, JASON	393.60	280623	TRACTOR SUPPLY CREDIT PLAN	292.96	1001761
OCLC	1359.48	1001730	TRANSOURCE TRUCK & EQUIPMENT, INC	456.28	280402
OFF BROADWAY LAUNDROMAT	20.00	280695	TRANSPORTATION SECURITY CLEARINGHOU	995.00	1001762
OFFICE DEPOT	1514.49	1001732	TRINITY MEDICAL GROUP	1111.00	280403
OK AUTOMOTIVE	118.81	1001733	TRINITY MEDICAL GROUP	3951.75	1001763
OLSON, JOSHUA	264.00	280624	TRUE VALUE MINOT	25.16	1001764
OLSON'S TOWING	1355.00	280375	TYLER TECHNOLOGIES, INC	8400.00	280405

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TYLER TECHNOLOGIES, INC	10311.46	280656	WATER ACCOUNT REFUNDS	4.20	280404
TYLER, KATHERINE	300.00	280657	WATER ACCOUNT REFUNDS	12.43	280415
U.S. POST OFFICE	259.84	1001765	WATER ACCOUNT REFUNDS	13.22	280417
ULTEIG	6809.00	280658	WATER ACCOUNT REFUNDS	29.72	280440
UNIFORM CENTER	2218.80	280406	WATER ACCOUNT REFUNDS	45.07	280442
UNIFORM CENTER	1037.58	280659	WATER ACCOUNT REFUNDS	70.27	280444
UNIFORM CENTER	108.97	1001766	WATER ACCOUNT REFUNDS	50.00	280452
UNITED MAILING SERVICE	508.23	280407	WATER ACCOUNT REFUNDS	18.42	280478
UNITED MAILING SERVICE	5317.98	280660	WATER ACCOUNT REFUNDS	333.35	280491
UPS STORE #1423	31.64	280661	WATER ACCOUNT REFUNDS	60.90	280492
UPS STORE #1423	88.30	1001767	WATER ACCOUNT REFUNDS	25.96	280503
URBAN, KIMBERLY A.	341.76	280662	WATER ACCOUNT REFUNDS	30.00	280558
US DEPARTMENT OF EDUCATION AWG	277.50	280457	WATER ACCOUNT REFUNDS	186.31	280561
US DEPARTMENT OF EDUCATION AWG	339.83	280701	WATER ACCOUNT REFUNDS	11.68	280568
US WELLNESS, INC	1547.00	280663	WATER ACCOUNT REFUNDS	31.97	280581
USA BLUE BOOK	1002.60	1001768	WATER ACCOUNT REFUNDS	5.74	280640
USPS - FEE PAYMENTS	500.00	280664	WATER ACCOUNT REFUNDS	92.40	280699
VACUUM & SEWING CENTER	79.95	1001769	WATER ACCOUNT REFUNDS	46.40	280703
VANTAGEPOINT TRANSFER - 30#####	124.19	280458	WEATHER TAP	89.95	1001774
VANTAGEPOINT TRANSFER - 30#####	124.19	280702	WELTZIN, DOUGLAS	672.00	280667
VERIZON	20.02	280408	WEST RIVER STRIPING COMPANY	15568.66	280668
VERIZON	3760.85	1001770	WESTLIE FORD	141.46	280413
VESSCO, INC	891.79	1001771	WESTLIE FORD	1066.99	280669
VEW	150.00	280409	WESTLIE TRUCK CENTER	1452.48	280414
VISIT MINOT	1680.00	280410	WESTLIE TRUCK CENTER	989.37	280670
VOGEL, RICHARD	2992.00	280665	WILLIAMS, BRIAN	220.00	280671
VOICE PRODUCTS SERVICE, LLC	7358.00	280411	WOODRIDGE FUND 7 MHP, LLC	21182.88	280672
VOLLMER, JENNA	33.96	1001772	WSI CLAIM	327.08	280462
WAGNER CONSTRUCTION	355397.32	280459	XEROX CORPORATION	1451.42	280416
WAL MART	285.10	1001773	XEROX CORPORATION	131.42	280463
WANTZ, MACEY	74.24	280412	XEROX CORPORATION	131.42	280673
WARD COUNTY AUDITOR	10090.00	280666	1ST MINOT MANAGEMENT	950.00	280674
WARD COUNTY RECORDER	20.00	280460	3D SPECIALTIES INC.	4342.85	280418
WARD COUNTY RECORDER	20.00	280461	3D SPECIALTIES INC.	2300.00	280675
WATER ACCOUNT REFUNDS	6.43	280318	3D SPECIALTIES INC.	983.66	1001775
WATER ACCOUNT REFUNDS	36.46	280384			
WATER ACCOUNT REFUNDS	68.47	280389	TOTAL:	\$5,030,925.98	
WATER ACCOUNT REFUNDS	125.00	280395			

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	37,655.42
Sewer	23,643.58
Utility Billing	6,772.42
Replacement	9,013.75
Public Transportation	5,679.33
Library	6,693.83
Auditorium/Recreation	16,821.34
Total Transferred	\$ 261,651.75

ELECTRONIC PAYMENTS

AFLAC	
BCBS	373,470.66
Federal Tax Withholding	508,818.65
State Income Tax	
Sales and Use Tax	

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ND State Disbursement	7,394.12
Deferred Comp	19,876.36
Verendrye Electric	60,804.29
Xcel	156,906.92
MDU	23,413.67
Mass Mutual	100,041.02
Discovery Benefits	14,446.62
NDPERS Pension	78,200.65
Stop Payment Fee	25.00
NDPERS Service Credits	200.00
Total	\$1,343,597.96

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 NOVEMBER 24, 2019 THROUGH DECEMBER 21, 2019 – APPROVED

Alderman Pitner moved the City Council approve payroll for the period of November 24, 2019 through December 21, 2019 in the amount of \$2,036,682.12.

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. 5 MXS Unit Advisory Counsel to conduct a raffle January 17, 2020 at Scheels (2400 10th St SW)
2. Multi-Club Christmas Party to conduct a raffle January 18, 2020 at the Sleep Inn (2400 10th St SW)
3. Souris River Basin Longbeards to conduct a raffle February 8, 2020 at the Grand Hotel (1505 N Broadway)
4. Annual Awards Committee Organization to conduct a raffle January 20, 2020 at Dakota Square Mall (2400 10th St SW)
5. Lewis & Clark Elementary PTA to conduct a raffle and bingo January 31, 2020 at Lewis & Clark Elementary School (2215 8th Street NW)
6. International Inn for a special event permit December 19, 2019 at MSU Beaver Dam (500 University Ave West)
7. Sports On Tap for a special event permit December 31, 2019 at 220 South Broadway
8. Magic City Figure Skating to conduct a raffle March 29, 2020 at MAYSA Arena (2501 Burdick Expressway West)

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. 5437 – AMEND THE 2019 ANNUAL BUDGET- FY 2019 STATE HOMELAND SECURITY GRANT (FD0105) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5437 on first reading to amend the 2019 annual budget to increase equipment and training expenditures and revenues for the award of the FY2019 State Homeland Security Grant. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5437 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. 5438 – AMEND THE 2019 ANNUAL BUDGET- NDES FY2019 STATE HOMELAND SECURITY PROGRAM GRANT (PD0187) – FIRST READING – APPROVED

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Alderman Pitner moved the City Council place ordinance no. 5438 on first reading amending the 2019 annual budget to increase the Police department travel and capital equipment revenues and expenditures for the award of the North Dakota Department of Emergency Services (NDDDES) FY2019 State Homeland Security Program Grant. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5438 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. 5439 – AMEND THE 2019 ANNUAL BUDGET- ENBRIDGE EQUIPMENT GRANT (FD0107) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5439 on first reading to amend the 2019 annual budget to increase equipment expenditures and revenues for the purchase of an extrication tool funded by the Safe Community Grant awarded by Enbridge. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5439 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. 5440 – AMEND THE 2019 ANNUAL BUDGET- BRAZOS ELECTRONIC TICKETING PROJECT (PD0159) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5440 on first reading amending the 2019 annual budget to increase the Police software agreements revenues and expenditures and decrease Police capital equipment purchases revenues and expenditures for the Brazos Electronic Ticketing project. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5440 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.

OVERTIME REIMBURSEMENT FOR ATF NORTH BORDER VIOLENT CRIMES TASK FORCE (PD0189) – APPROVED

Alderman Pitner moved the City Council grant approval for the Minot Police Department to receive overtime and other related costs reimbursement regarding participation with the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) North Border Violent Crimes Task Force and authorize the Chief of Police and City Finance Director to finalize State and Local Overtime Funding (SLOT) and Unified Financial Management System (UFMS) with the US Department of Justice (DOJ).

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. 5441 – AMEND THE 2020 ANNUAL BUDGET- ATF JOINT LAW ENFORCEMENT OPERATIONS PROGRAM (PD0189) – FIRST READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5441 on first reading amending the 2020 annual budget to increase the Police department salary and benefit revenues and expenditures for Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) Joint Law Enforcement Operations Program. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5441 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.

FLOOD MITIGATION BUYOUT STRUCTURE SALVAGE AUCTION SALE – APPROVED

Alderman Pitner moved the City Council grant approval to include the contents of 1220 28th Street SW in the salvage auction as part of CDBG-NDR Program Income efforts.

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

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USGS WATER MONITORING AGREEMENT 2020 – APPROVED

Alderman Pitner moved the City Council grant approval of the standard joint funding agreement with the USGS for operation of two (2) water quality gauges on the Souris River and authorize the Mayor and Public Works Director to sign the agreement.

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. 5434 – BUDGET AMENDMENT- SKIDSTEER LOADER (FD0102) – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5434 on second reading to amend the 2020 annual budget to increase the Fire capital equipment expenditures and revenues and decrease the Fire maintenance buildings and grounds expenditures and revenues for the purchase of a skid steer loader. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5434 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. 5435 – AMEND THE 2019 ANNUAL BUDGET- FIRE STATION 5 AE2S CONTRACT (FD0024) – SECOND READING – APPROVED

Alderman Pitner moved the City Council place ordinance no. 5435 on second reading amending the 2019 annual budget to increase Capital Purchases and decrease fire operation supplies for the survey engineering for Fire Station #5 and transfer the revenue accordingly. Motion seconded by Alderman Jantzer and carried unanimously.

Alderman Pitner moved the City Council pass ordinance no. 5435 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.

AWARD OF BID- WATER/SEWER CRANE TRUCK (4324) – APPROVED

Alderman Olson moved the City Council award the Storm Water/Sewer Department crane truck bid to Westlie Truck Center in the amount of \$143,157.20.

Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: Wolsky.

ORDINANCE NO. 5442 – AMEND THE 2020 ANNUAL BUDGET- WATER/SEWER CRANE TRUCK (4324) – FIRST READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5442 on first reading amending the 2020 annual budget to increase the Sewage Pumping and Treatment Capital Equipment Purchases expenditures for the purchase of a crane truck. Motion seconded by Alderman Jantzer and carried.

Alderman Olson moved the City Council pass ordinance no. 5442 on first reading. Motion seconded by Alderman Jantzer and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: Wolsky.

2022 SAFE ROUTES TO SCHOOL - EDISON ELEMENTARY (4505) – APPROVED

Alderman Olson moved the City Council approve the cost participation with the North Dakota Department of Transportation (NDDOT) for the Edison Elementary Safe Routes to School project, contingent upon project selection from the NDDOT. Motion seconded by Alderman Pitner.

Alderman Wolsky raised concerns about the project not being included in the CIP. He said, it is a significant number of dollars to spend when it was not included in any plans. He gave an example of other infrastructure that should take priority, such as the Anne Street Bridge, which is not advancing yet. He suggested they review the Safe Routes to School larger plan to ensure projects align with our current CIP, comprehensive plan, and River Front and Center Plan.

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The City Engineer explained that projects are not placed in the CIP until we are awarded the grants. Last year, the NDDOT denied a project for replacement of a shared use path on 16th Street so staff went back to the Safe Routes to School Study that was already in place. He said, the DOT seems to like to fund the Safe Routes to School projects and not necessarily rehab projects so those might need other funding sources. The 16th Street path will be done in pieces as funds are available. Because the Safe Routes to School grants are so successful, staff wanted to address this area since it was the last large project in the report. Additional projects that qualify for the program could be added once this is complete. If this project is approved by City Council, staff will submit the application to the state, and if it is picked will go into the following years CIP. After discussing with Finance, it was decided Hub City funding could be used for the cost share match so even though it is not included in the CIP, a funding source is identified for future use.

He then explained that the Anne Street Bridge is included in the CIP which will be presented to Council in the next week or two. Design for that project should start in 2022 with a 2023 construction start. Staff isn't looking at using Safe Routes to School funding for it because those awards are capped at \$290,000 and the project is \$1.8 million. The administrative burden to apply those funds to a project that size would probably equal the award. He concluded by saying, the project around Edison School will tie in nicely with the investment the School has put in around the facility to improve pedestrian circulation.

Alderman Straight asked about Hub City funding and how it was decided that would be the source for local match rather than something like reserves.

The Finance Director stated, Hub City funding is typically allocated toward infrastructure and long-life assets. Last year, the City received more Hub City funding than anticipated so a portion was allocated to fund this project. He continued by saying, they could use reserves but it is essentially the same effect.

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; nays: Wolsky.

ORDINANCE NO. 5436- AMEND THE CMCO SECTION 2-133 PURCHASING – SECOND READING – APPROVED

Alderman Olson moved the City Council place ordinance no. 5436 on second reading to amend the City of Minot Code of Ordinances, Section 2-133 (Purchasing Procedures) to reflect the existence and authority of the Purchasing Policy. Motion seconded by Alderman Pitner and carried.

Alderman Olson moved the City Council pass ordinance no. 5436 on second reading. Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: Wolsky.

RESOLUTION NO. 3650- ADOPTION OF THE UPDATED PURCHASING POLICY – APPROVED

Alderman Jantzer moved the City Council approve resolution no. 3650 adopting the Purchasing Policy which includes the Buy Local Task Force's recommendation to include the definition of "Local Vendor" and the section relating to "Local Vendor" in the proposed Purchasing Policy.

Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight; nays: Wolsky.

GENERAL AVIATION APRON PH. II (AIR069) AND PH. III (AIR073) RE-BID – APPROVED

Alderman Jantzer moved the City Council grant authorization to the Airport Director to commence the Request for Proposal process for the General Aviation Apron Reconstruction Ph. II and III, authorize the Airport Director to award the project to the lowest qualified bidder; and authorize the Mayor to sign any applicable documentation.

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

ORDINANCE NO. 5443 – AMEND THE 2019 ANNUAL BUDGET- GENERAL AVIATION APRON PH. II (AIR069) AND PH. III (AIR073) – FIRST READING – APPROVED

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Alderman Jantzer moved the City Council place ordinance no. 5443 on first reading amending the budget to decrease 2019 Airport capital expenses, Federal, and State revenue and increase 2020 Airport capital expenses, Federal, and State revenue. Motion seconded by Alderman Olson and carried unanimously.

Alderman Jantzer moved the City Council pass ordinance no. 5443 on first reading. Motion seconded by Alderman Olson and carried by the following roll call vote: ayes: Jantzer, Olson, Pitner, Podrygula, Sipma, Straight, Wolsky; nays: none.

CDBG-NDR DEVELOPER AGREEMENT WITH BLU ON BROADWAY – APPROVED

Alderman Olson moved the City Council approve the developer's agreement with Blu On Broadway, LLC for CDBG-NDR multi-purpose commercial/LMI residential rental project. Motion seconded by Alderman Straight.

Upon questioning by Alderman Wolsky to combine approvals with the following item regarding the Developer's Agreement between City of Minot and Blu on Broadway, LLC, Mr. Zakian requested the items stay separate as they are different agreements and HUD requires specific processes.

Alderman Straight asked about the tax increment financing (TIF) that is included in the agreement and whether adjacent owners would need to participate.

Mr. Zakian responded by saying, the developer will assume responsibility for the TIF and an agreement will be brought before Council in the future for approval. A TIF District can be a single parcel and will not require investment from any other property owners. As long as the TIF agreement is approved, there will be no other City financing other than abating taxes over a period of time.

Alderman Straight asked when the TIF was entered into the agreement since there was no mention at the beginning of the project discussions. Mr. Zakian said, during the course of negotiations and while identifying infrastructure needs, the TIF became part of the process.

Mr. Zakian also described how the project aligns with best practices of economic, housing, and infrastructure development and is an exciting precedent for the City of Minot. He said, it leverages funding with a community match which HUD encourages. This is a precedent for a project using a TIF district but is at one of the highest levels as a positive constructive use of a TIF. The developer has been an extremely constructive partner throughout this process and this TIF is the least intrusive to the City because the developer will front the money and construct the improvements under the direction of the City Engineer. It is also the first time the Bank of North Dakota is acknowledging that CDBG money can be counted as community commitment in order to generate the PACE Flex interest buydown.

Alderman Wolsky requested clarification on the TIF, to which Mr. Zakian explained, the developer has agreed that there are necessary public improvements and are going to absorb the initial costs and do the work according to the City's specifications for \$600,000. For whatever time is necessary, the taxes will be abated between \$100,000 to \$1 million until the improvements are fully paid off at which time the taxes will be in full.

Alderman Wolsky asked if the other taxing entities receive any value back from the project during that time. Mr. Zakian stated, the other entities will have the same value as the City. The assessed value of the property before the project will still be paid to all parties including the City. It is only abatement in terms of the improvement value added to the property. He referred to the situation as a "but for." He explained, but for incentives like the TIF, this project would not exist in which case there would be no increased value and would not generate additional tax revenue for any taxing entities.

Alderman Pitner listed his concerns over the project including the housing saturation and lack of parking, whether this is the highest and best use for the property. He said, he does not support the project.

Alderman Wolsky commented that he would like to be made aware when a TIF is proposed. He said, when the project was proposed to Planning, it was stated the developer would absorb the cost of the improvements and now it is the taxpayers in a sense that will absorb the costs. He expressed concerns about the process going forward for this project.

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

DEVELOPERS AGREEMENT - BLU ON BROADWAY (4472) – APPROVED

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Alderman Olson moved the City Council approve the Blu on Broadway Developers Agreement between the City of Minot and Blu on Broadway, LLC and authorize the Mayor to sign. Motion seconded by Alderman Jantzer.

Alderman Straight asked the City Manager what they learned during their tour of the properties in Fargo. Mr. Barry responded by saying, after viewing the properties and speaking with those involved, they are comfortable moving forward with this project. He mentioned how the Council has been pushing for these types of incentive projects and said the visit bolstered the ability to learn from and talk to representatives on how they approached projects, what concerns they had, what issues were involved and how they overcame them. Staff is ensuring they do not repeat mistakes of the past when it comes to developer agreements particularly with Federal funds where we may have to recoup money. He said, this agreement sets a precedent on behalf of the City as one of the most protective agreements in the utilization of Federal funds. They have experience to move forward and he is proud of where we are on this project and the community will benefit greatly from it.

Todd Berning, President of Epic, the developer of the project, said their goal is to create as much value on the parcel as they could within the guidelines of the resiliency fund. He described how it could be considered two different projects. Resiliency funds are being used to buy down the apartments to keep them affordable and the other component is to build a public road. The TIF component will put the burden of rebuilding infrastructure on the developer in exchange for a tax break over time. In this case, the developer will go to the bank and put personal guarantees on the project. The City and contractors came up with a cost estimate based upon City engineering guidelines of what it would cost to build 1st Street from 16th Avenue to 17th Avenue. As they do valuations and abatements, the taxes will come back in the next several years.

Cindy Sessions, of 800 Harmony Street NW, spoke in opposition to the project. She said she agrees with Alderman Pitner that this isn't the highest and best use for the property. She questioned what the impact would be to have 42 families living on Broadway. She then asked how much taxpayer dollars would be used for the project.

Mr. Zakian stated, there will be zero City tax dollars invested in the project. He continued by saying, there is the potential to use up to \$4.75 million in NDR funds but the developer is also investing at least \$5 million dollars. He also pointed out that the development agreement has gone through extreme due diligence to avoid mistakes. Everything that needed to be done to build accountability to make sure the project is successful and minimizes the need for litigation is reflected in the agreement.

Mayor Sipma said, he supports the developer's agreement and the project itself because it is precisely what they talked about to capitalize on resilient project development. It is the type of project the community decided to support back in 2016 with the National Disaster Resiliency competition application. There has been substantial success with the Beaver Ridge project within our community and this is the same type of project that has seen success in eastern ND and we've been trying to attract this type of investment.

Ms. Sessions asked for clarification on the loss of tax dollars through abatement to which Mayor Sipma responded by saying, the City is only abating the increased value of improvements for a period of time at which point it will be taxed at its true and full value. They are not abating any of its current value.

Ms. Sessions then commented that the developer is from Fargo and he will not be here to see the effect this development has on Minot. The Mayor stated, Mr. Berning is from Minot and is looking to reinvest into his hometown. He also said, outside investment is not bad for our community.

Mr. Zakian added, a key to economic growth around the country is to attract outside developers and new investment. This is a significant step forward that our community can attract fresh new commitment to its future.

Alderman Wolsky thanked Ms. Sessions for her comments and said, although NDR funds are not local they are essentially taxpayer dollars. He also said, the incremental financing portion of the project, but for the project, we would not have the improvements, it is still going to come out of local jurisdictions. He then pointed out that if we are willing to subsidize the cost of low to moderate income housing they should also be willing to look at internal regulations associated with planning and zoning in terms of ordinance impacts for accessory dwellings and apartments. He mentioned minimum lot sizes regulating housing and restricting unique housing units.

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

CITY HALL TECHNICAL TEAM RECOMMENDATION (4466) – TABLED

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Alderman Olson moved the City Council discontinue the site selection process for the former Midwest Federal Savings and Loan Building (M Building) and enter into due diligence and purchase negotiations for the former Wells Fargo Building. Motion seconded by Alderman Jantzer.

Alderman Pitner provided a document calculating square footage needed for a new City Hall and the square footage available at the Big "M" Building. He said, before moving forward, they should take a step back to vet out both options. An EPA study should be conducted on the Wells Fargo Building which could also contain hazardous materials. He said he would like to get more detailed and up to date renovation costs for both buildings. There should be other factors considered such as the amount of space needed and whether the Council Chambers should be relocated. The report for the Big "M" building does not factor in the lower levels of the building which provides an additional 17,956 square feet. He said, floors 1-5 would provide enough space for City offices if the Council Chambers remained in its current location. There would also be 21,015 square feet available on floors 6-8 for future expansion or possible rental income. He mentioned the benefits of renovating and bringing traffic downtown through improvements to a building currently referred to as a "zombie" property. He also emphasized the importance of personally touring the buildings before making any decisions.

Alderman Straight asked Alderman Pitner if he was suggesting the City lease the space from the current owner keeping the property on the tax roll. Alderman Pitner responded by saying, he is not sure how that would work but he believes there is potential for the City to house the buildout and utilize space that was not considered.

Mayor Sipma said, as a member of the task force for the project, he has toured the Wells Fargo Building and spoke to the City staff who have toured the Big "M" Building. He said the Big "M" Building provides challenges specifically for City use. The columns provide obstacles in terms of open space. The top two floors are unusable right now as they house the HVAC system. He addressed the issue regarding relocating Council Chambers by saying, we are trying to be as efficient as possible and separating Council Chambers from City Hall for the next 50 years would be as inefficient as he could imagine. It also puts into question the location of Municipal Court. He mentioned egress issues and ADA requirements that would be necessary improvements for either building. He also brought up concerns about parking at the Big "M" Building. The parking ramp could be utilized but would hinder future development of the parking ramp. He said the expansion possibilities for the Wells Fargo building exceed those of the Big "M" Building since it could be expanded across the road to the parking ramp. He invited Mr. Meyer, the City Engineer, to describe some of the challenges and explain how the committee came to its recommendation.

Mr. Meyer gave some context to his reports by saying, they took the available data to make the best assumptions they could. As a civil engineer and not an architect, he had to look at the buildings and make judgment calls. The cost values they came up with were based on ranges provided by local architects. Either building would require a major renovation but because of the age of the "M" Building, there would be more challenges. The building is not energy efficient and the mechanical system is in need of replacement whereas the Wells Fargo Building has a more portable system. There are also asbestos issues that need to be addressed. He said he tried to address the basement costs by putting in a lower value based on conversations with architects. He mentioned the column layout being a challenge particularly if they discuss moving them. New foundations would need to follow the column lines which is expensive and probably not feasible. The building is load rated for a certain weight so we could not build on top of it. His numbers are reflective of tearing the building down to the steel frame and rebuilding. It includes new glazing on the outside to gain energy efficiency because there is another major expense to heat and cool the building.

Mayor Sipma addressed the issue of renting the space by saying, the space needs are too great and the costs to build out were too high, the idea was abandoned. He also mentioned, the NDR grant requires a purchase agreement at the end of the lease process.

Mr. Zakian added, there is a mechanism that would allow the use of HUD funds for a long-term lease, however, HUD requires that if at the end of the lease if it were not to be renewed, the City could recover all of the investment of HUD funds used.

The Mayor said, he understands it is an iconic building and many people want to see the property redeveloped but it is not the mission of the City to redevelop property. The City needs to move forward in a fiscally responsible way. There is a use for the "M" Building for private investment but it does not suit the City's needs. He said, there is no perfect answer but there are two structures under consideration and the Wells Fargo Building has more flexibility, more parking and adjacent properties are beneficial. He said he believes Wells Fargo is the fiscally responsible route to go.

Alderman Pitner asked about the possibility of connecting Wells Fargo with the parking garages if needed. Mr. Meyer said it is certainly possible.

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Alderman Podrygula asked for clarification if it would cost \$1.5 million per floor to renovate the Midwest Federal Building. Mr. Meyer said, they haven't hired anyone to go floor by floor to find estimates. They used ranges provided by architects to make assumptions. The cost of demolition for a project of this magnitude is expensive. He believes the estimated cost of \$190 per square foot is not unreasonable. Mr. Meyer then explained, to fit the interior to what the City needs would require them to gut either building down to steel frames. The Wells Fargo Building is a pre-cast concrete building which costs significantly less to rehab. The heating and cooling could be moved around fairly easily whereas in the Midwest Federal Building, there is a central system and would require new ductwork as well as updated electrical lines. The plumbing is in decent shape but the rest is outdated.

Alderman Pitner asked about the feasibility of a new heating and cooling system if the "M" Building was gutted. Mr. Meyer said, the air exchangers could be reconfigured. We could design a much more efficient system but until it is designed could not tell how big or where it would be.

Alderman Straight wondered why there were public engagement meetings for a project like the Gathering Space but not for this project. He said there are too many unanswered questions and the Council disagrees about needs particularly whether to relocate Council Chambers. He wondered if the issue should be put to a public vote.

Mayor Sipma stated, the Gathering Space is a community project but City Hall is municipal office space with one area that is for the community, the Council Chambers. Micromanaging the process through the public would essentially disavow all the technical aspects that staff and the NDR program have outlined. He said, taking outside input to determine the needs of City staff would convolute to the point they should just scrap the project. The people who work in the building have the technical knowledge of what is needed to operate functionally as a City.

Mr. Zakian pointed out that voluntary acquisition, as is used for this project, requires any offer for purchase be the current value. He then reminded the Council that the clock is ticking and the NDR funds need to be spent by 2022. He explained that there will be points in the project that could take significant time. In reference to Alderman Straight's concerns, he said, we followed the prescribed process as outline by HUD for the Gathering Space which is a public infrastructure project. In the case of this project, as far as HUD is concerned, that process is not necessary because it is a City operating function and public input, although valuable, is not required.

Alderman Straight said he is concerned about spending money on City Hall while also asking the state for money for flood control. He said the optics of using dollars on this project is concerning and we need the community's support. Mayor Sipma said there are space issues at City Hall as well as security issues and we have NDR funds available for a portion of this project. We will have to address these issues in the near future and the longer we wait the more expensive it will get. He said, they should also consider the optics of turning down the NDR funding because they are unable to make a decision. He said they need to acknowledge what they are protecting with flood control and the purpose of resiliency and revitalizing downtown. He admitted that it is a fundamental piece that will never be popular no matter when it takes place.

The City Manager expressed understanding for the difficult decision and he said, citizens will never support a project like this because they do not personally see the benefit. He responded to Alderman Straight's concerns about optics by saying, Minot is not just a flood control district. We are a City of many needs and we have to provide services to the community. He mentioned that Fargo recently finished a new City Hall while taking on an even larger flood project. He believes the legislature will understand we are a City of many needs, not just one. He said it is possible one of the buildings could be purchased by someone else or leased to the point we can't use it so time is of the essence.

Alderman Pitner said he supports the project and the opportunity to invest downtown but doesn't believe there was enough information presented. He gave examples of the other task force committees that were formed to discuss issues but then conducted presentations to communicate their findings. He raised concerns that this project only provided a memo with a recommendation. He said, he feels they need more information and more accurate cost estimates before making a decision.

Alderman Podrygula shared his comments by saying, City Hall clearly needs more space and he agreed with Mr. Barry when he said there will always be opposition. He said, it would be foolish to give the NDR grant money back especially since we have made efforts to improve employee operations, be more efficient, support downtown and be more accessible to the public. He agreed that it is an internal decision that does not need as much public discussion but it does need more careful deliberation. He addressed the concerns about looking bad in front of the legislature. He said, in comparison to \$400 million local share for flood control, \$4 million is nothing. He said he respects the other Council members concerns and believes they deserve a response. The technical team was not adequate and there are significant policy and operations issues involved. He would feel more comfortable with a quick review from an architect with a formal quote before making a decision.

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Alderman Pitner asked about the cost and timeframe for an accurate estimate. Mr. Meyer said, it depends on the scope and it sounds like the Council is looking for quite a bit of detail, so it could take a couple months. At some point the City will make a decision on how to move ahead and someone is going to want that work. In order to be fair, they should conduct an RFQ to complete the work.

Alderman Wolsky said he met with engineers, architects and contractors who have worked on the buildings and he provided a memo to the Council with about 80 additional questions on the issue. He also mentioned a recent article from Pasadena, Texas, in which a building was abandoned and responsibility to demolish the building went to the taxpayers. He cautioned against that happening with the Big "M" Building if the City doesn't renovate it.

Mr. Zakian said, an environmental review will be conducted on either building they decide to move forward with. He also said, from a HUD standpoint, if a property owner wants to partner with the City, there is a non-binding purchase agreement that says the owner understands the City will do a full environmental review. If issues are found, the City could walk away. He also reminded, HUD funds cannot be used to fund architectural or engineering assessments. They can be done but must use other funding. No project can commit to a specific design or project prior to environmental review.

Alderman Pitner asked if Hub City funding could be used for the architectural studies. Mr. Lakefield said, it is a possibility.

The City Manager stated, there are several million dollars budgeted in 2020 for the City Hall project and those funds could be used. He then invited Mr. Meyer to confirm an estimate for this type of study.

Mr. Meyer said, it depends how deep the assessment goes but to develop a scope, do an RFQ and work through costs, \$200,000 would be in the ballpark.

Alderman Wolsky shared that he got a very different opinion on the cost to conduct a study.

Mayor Sipma expressed frustration that he does not want to see a tactical effort from Council in order to delay and discredit the information brought forward for the project in an effort to make it fall apart.

Alderman Straight said, he is supportive of moving City Hall and of locating downtown but he does not like the way the process has been conducted.

Alderman Jantzer asked what kind of information they need to make a decision. He said he is not interested in spending \$200,000 or six months to find answers but would prefer fundamental information that could be done in 30-60 days. We have already done a space study whether they agree on what was included.

Mr. Meyer said he could put a narrow scope together.

Alderman Jantzer moved to table the discussion and direct staff to conduct a narrow scope of work not to exceed 30 days to provide the Council with a recommendation. Motion seconded by Alderman Podrygula.

Mr. Meyer requested a budget to conduct the study. Alderman Wolsky shared that he was told by an architect that a space analysis could be done for \$2,000-\$3,000, code and architectural of ADA review, mechanical, electrical, plumbing and cost assessment \$5,000-\$10,000.

Alderman Jantzer amended his motion to include a budget not to exceed \$20,000. The second agreed.

Mr. Barry requested clarification whether the Council wanted a space analysis done. He said, the staff, as well as our consultants, CDM Smith have already presented a space analysis to the Council during their retreat.

Alderman Jantzer clarified that the motion does not include a space analysis. The second agreed.

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

Mr. Lakefield came forward for further clarification on the timeframe. He said, there would not be time for an RFQ process to take place in 30 days and asked if the City Engineer could negotiate the scope of work and move forward with the agreement.

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Mayor Sipma confirmed.

PERSONAL APPEARANCES

Tim Knudson, realtor for the Big “M” Building, said, it does appear to the community that the project is being rushed. He said the Council was elected to make decisions and he appreciates that the issue was tabled to gather more information.

Ricky Belgarde approached the Council to discuss his fight for disadvantaged citizens. He said, the Council has a responsibility to get people off the streets and we need more shelters. Mayor Sipma told him, he would be happy to know there is a project moving forward soon for a family homeless shelter.

Mr. Belgarde continued to describe issues he is having with his current management company and their reluctance to improve living conditions. Alderman Straight offered to speak with him regarding the issue after the Council meeting.

Cindy Sessions brought up the new City Hall building and said it is insulting the Council is not looking for more public input. She asked if the potential building will cost more than the County building. She also said the process should be similar to someone buying a house and should include inspections and on-site review. She said the Council has the responsibility to find the best use for taxpayer dollars and should take their time to make a decision.

GATHERING SPACE UPDATE AND DISCUSSION

Mr. Zakian stated, the Council requested staff inquire further with Trinity regarding their denial to move forward with the site for the Gathering Space. Trinity has confirmed through a letter provided to the City Manager and Council they are unable to accommodate the request due to future expansion. He then said the owner of Site #3 is an eager seller and they have commenced environmental review of the property.

Upon questioning by Alderman Pitner regarding a timeline, Mr. Zakian said, if everything goes smoothly and there are no public comments, it will be done before the end of February and can be followed by an offer to the property owner.

ADJOURNMENT

There being no further business, Alderman Wolsky moved the City Council meeting be adjourned. Motion seconded by Alderman Olson and carried unanimously. Meeting adjourned at 8:18 pm.

ATTEST: _____
Kelly Matalka, City Clerk

APPROVED: _____
Shaun Sipma, Mayor