

**COMMITTEE OF THE WHOLE**

January 30, 2018

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Members Present:

Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky

Members Absent:

Barney (Mayor)

To the Honorable Mayor and All Aldermen:

Following are the recommendations of the **Committee of the Whole** meeting called to order at 4:15 p.m. on January 30, 2018:

- 1. The City Council approve final payment to Wagner Construction Inc. in the amount of \$49,670.51 for Phase III Downtown Infrastructure Improvements. (3608)**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 2. The City Council approve Final Payment of \$69,927.23 to Minot Plumbing & Heating for Removal and Replacement of six Rooftop Heating/Cooling Units at the Municipal Auditorium. (REC029)**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 3. The City Council approve the Pledged Assets as of December 31, 2017.**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 4. The City Council pass an ordinance to amend the 2017 annual budget to adjust department budgets for funds approved by City Council for Library Memorial, City Accident Claims, Various Grants, Sidewalks, Bond Interest, CDBG-DR Relocations, and Interest Distribution.**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 5. The City Council authorize auction of property structures by address with execution of sale to the highest responsible bidder.**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

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- 6. The City Council pass an ordinance amending the 2017 Annual Budget to approve an increase of the special assessment debt reserve funding to capital purchases for the acquisition of two parking lots in the amount of \$80,000 owned by the Open Gate Church as part of the flood mitigation buyout.**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 7. The City Council approve the following projects for submittal to the NDDOT: Urban Road Program; 31st Ave Reconstruction Broadway to 13th St SE – Priority 1, Regional Highway Program; Burdick Expressway Major Rehabilitation 1st St NW to west Burdick Viaduct, Valley St 250 feet south of Burdick Expressway – Priority 1, South Broadway Reconstruction 19th Ave SW to City Limits – Priority 2. (4341)**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 8. The City Council approve the Development (Plat) Agreement for Bluffs 8<sup>th</sup> Addition and authorize the Mayor to sign the agreement. (4298)**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 9. The City Council authorize staff to solicit bids for a new large format plotter/copier/scanner for the Engineering Department. (4338)**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 10. The City Council approve Change Order #2 for fabric delivery and markup along with removal of scarify and paint bead credit for the GA Apron; approve Pay Request #3 – Final to Wagner Construction for work completed on the General Aviation Apron Reconstruction project; and authorize the Airport Director to sign applicable Change Order and Final Payment documentation. (AIR029)**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

- 11. The City Council approve the combined work orders for the Snow removal equipment broom and sander; and authorize the Mayor to sign the work orders. (AIR060, Air067)**

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The above motion by Alderman Sipma, seconded by Alderman Olson, and carried by the following roll call vote: ayes: Jantzer, Olson, Podrygula, Sipma, Straight, Wolsky. nays: none.

**12. The City Council pass an ordinance amending the 2018 annual budget to increase the library capital expenditures and memorial revenue for the purchase and installation of an exterior digital sign and authorize the Library Director to advertise a request for bids. (LIB033)**

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The above motion by Alderman Olson, seconded by Alderman Straight.

Upon questioning by Alderman Sipma, the Finance Director stated, funds will be used from leftover memorials given to the Library. The remainder of the funding will come from a grant request from the Friends of the Library. The entire purchase will be made through donations.

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: none.

**13. The City Council authorize Airport engineering firm Ulteig to design modifications to the West Short-term parking lot so it can be utilized for car rental operations; authorize Customer Facility Charges (CFC's), not to exceed \$20,000, to be utilized as the funding source; and authorize the Mayor to sign a scope of work agreement. Also, pass an ordinance to amend the 2018 annual budget to increase the airport capital purchases for the design of relocating the car rental operations to the west short term parking lot:**

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The above motion by Alderman Podrygula, seconded by Alderman Olson.

Alderman Podrygula expressed his concerns that the signage to exit the Airport is not prevalent enough and it can be confusing to find the way out. He mentioned the curbs that make it difficult to maneuver through the parking lot.

The Airport Director stated, this will give the opportunity to evaluate improvements throughout the lot. They will address the signage issue and will be adding as few curbs as possible.

Alderman Straight asked if this design could have been included in the original concept had the old airport not been in the location. The Airport Director explained, this will be a redesign and implementation of a Quick Turn Around Facility in the location of the old terminal parking lot. This project is not eligible for FAA grants and would not have been a part of the original design. The funding will come from Customer Facility Charges (CFC's).

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

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**14. The City Council consent to the grant by Avflight Minot to Comerica of the Mortgage with respect to Avflight Minot’s leasehold interest under the Lease and in the Leased Premises, upon the condition that the net proceeds of such mortgage be devoted exclusively to the purpose of acquiring or developing the Leased Premises and the Initial Improvements thereon; and authorize the Mayor to sign the consent document.**

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The above motion by Alderman Sipma, seconded by Alderman Straight.

Alderman Podrygula asked for clarification on the potential implications for the City if there was a credit dispute.

The Finance Director said, although there is always a possibility for a dispute, development at the Airport is unique in that it is done with a ground lease. Avflight assumed an existing lease which allowed them to obtain a mortgage. The document states that if Avflight defaults on the lease, the City is required to send a notice to the company.

The Assistant City Attorney added, the document lays out procedures to follow in the instance of a default. It states that Comerica will step into the lease in the event Avflight defaults on the mortgage.

Alderman Wolsky asked for details on the \$30 million stated in the document, to which the Airport Director responded by saying, it is a private corporation and the City is not a party to where that money is being spent. The company took over some of the maintenance operations that were previously handled by the City but that amount is in excess of what would be spent there.

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

**15. The Airport Director submitted a written report**

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There being no further business, the meeting was adjourned at 4:32 pm.

Respectfully Submitted,  
Kelly Matalka,  
City Clerk