

## **August 3, 2020 Regular City Council Meeting**

**MINOT CITY COUNCIL – SCHEDULED MEETING – AUGUST 3, 2020 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

### **MAYOR'S REPORT**

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

July 14th – Col. Cochran Farewell at MAFB  
July 15th – Eminent Domain Meeting with Homeowner  
July 16th – One Brand Press Conference  
July 16th – Change of Command Ceremony MAFB Welcome Col. Michael Walters – 5<sup>th</sup> Bomb Wing Commander  
July 16th – Home Acquisition Closing  
July 17th – Daycare Provider discussion with Legislators  
July 17th – Special City Council Meeting  
July 20th – Special City Council Meeting  
July 20th – Regular City Council Meeting  
July 21st – Blue on Broadway Ground Breaking  
July 22nd – KHRT Radio Interview  
July 23rd – Emergency Daycare Follow-up Meeting  
July 25th – Judge at Taco Fest  
July 29th – CTE Meeting  
July 29th – Special City Council Meeting  
July 30th – COVID-19 Task Force Meeting  
July 31<sup>st</sup> – Census Kiosk at Marketplace Foods  
August 3rd – Ribbon Cutting at Enerbase Electric Recharge Station

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

The Mayor then presented his coin to City Sanitation employee, Chris Simonsen for going above and beyond while on the job. Mr. Simonsen helped three-year-old Brex celebrate his birthday with a special visit from one of the sanitation trucks.

### **CITY MANAGER REPORT**

Acting City Manager, David Lakefield, began his report by listing upcoming meetings, including the Planning Commission meeting the following day, Souris River Joint Board August 6<sup>th</sup>, City Council August 17<sup>th</sup>, Chamber Board Meeting August 18<sup>th</sup>, and Water Topic Committee August 19th-20th.

He continued by providing project updates. He said, HUD approved the NDR substantial amendment which moved \$2 million into the CTE project and \$4 million towards City Hall. The Blu on Broadway groundbreaking took place and they continue to provide weekly progress reports on the project.

The roundabout at 31<sup>st</sup> Ave SE is now open. Storm sewer work is being installed and 31<sup>st</sup> Avenue is closed to traffic from 2<sup>nd</sup> Street to 11<sup>th</sup> Street. The 10<sup>th</sup> Street SW Sewer project is behind schedule. All storm sewer is installed at the intersection of 10<sup>th</sup> Street and 31<sup>st</sup> Avenue and businesses impacted remain open and accessible. The intersection will be paved this week and installation will move south.

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The Flood Control project continues to move forward. The final section of flood walls at MI-1 will be poured this week. The pump station at 4<sup>th</sup> Avenue is expected to be completed in late fall. MI-2/3 is about 98 percent complete and crews are finishing the Wee Links parking lot as well as a walking path under 16<sup>th</sup> Street and completing topsoil and seeding. They expect completion at the end of August.

He reviewed some of the general maintenance and repair work taking place around the city. Chip sealing, mill, patching and overlay is being done in many areas.

Mr. Lakefield briefly mentioned the 2021 preliminary budget by saying, the mill levy will remain flat and there will be no increase to water and sewer rates and fees. He said his later presentation will go into more detail.

He then provided some statistics from the Household Hazardous Waste and Free Dump events.

He concluded his report by congratulating Lt. Scott Redding on his retirement after 30 years with the Police Department. Lt. Darren Dyke was promoted to Shift Commander and Sgt. Cole Strandemo will move to admin in Community Outreach Unit.

### CITY ATTORNEY REPORT

The City Attorney submitted a written report.

### APPROVAL OF THE MINUTES – APPROVED

Alderman Ross moved the City Council approve the minutes of the July 20, 2020 regular City Council meeting, and the July 17th, July 20th, and July 29th special City Council meetings.

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

### APPROVAL OF BILLS, TRANSFERS & PAYROLL – APPROVED

Alderman Ross moved the City Council approve payroll for the period of June 21, 2020 through July 18, 2020 in the amount of \$2,119,521.53 and bills and transfers for July in the amount of \$6,828,483.33 as follows:

AAAE-GREAT LAKES CHAPTER 1002772	151.00	AMERIPRIDE 282982	81.64
ACKERMAN ESTVOLD 282975	88054.38	AMERIPRIDE 283141	81.64
ACME RENTS 1002773	112.00	AMERITAS LIFE INSURANCE CORP 282983	1808.31
ACME TOOLS 282976	1879.90	APCO INTERNATIONAL 1002784	439.00
ACME TOOLS 283136	400.91	APEX ENGINEERING GROUP 283142	.00
ACME TOOLS 1002774	1056.10	APEX ENGINEERING GROUP 283316	149704.37
ADOBE SYSTEMS INC. 1002775	1602.46	APH/AUTO VALUE 282985	9.99
ADVANCED BUSINESS METHODS 282977	306.25	APPLE BOOKS 1002785	14.71
ADVANCED BUSINESS METHODS 283119	486.65	AQUA-PURE INC 282986	10973.08
ADVANCED BUSINESS METHODS 283137	3489.65	ARAMARK 1002786	100.91
ADVANCED WARNING LIGHTS 1002776	166.98	ARCHKEY TECHNOLOGIES 283143	125.00
AICPA 1002777	285.00	ARNOLD, TYREN 283144	20.00
AIRSIDE SOLUTIONS 282978	22148.96	ARROWHEAD ACE HARDWARE 283145	17.88
ALL AMERICAN TROPHIES 283138	32.00	ARROWHEAD ACE HARDWARE 1002787	26.97
AMAZON.COM 1002782	3605.91	ASPHALT PRESERVATION COMPANY, INC. 283146	81001.00
AMAZON/GEGRB 283139	568.87	ASSOCIATION OF STATE FLOODPLAIN 1002788	350.00
AMERICAN TRUCK & TRAILER, LLC 282980	45.98	AT&T 1002790	10080.67
AMERICAN WELDING & GAS, INC. 282981	8024.28	AUTO ZONE 6843 1002791	12.99
AMERICAN WELDING & GAS, INC. 283140	6466.20	AUTOTEX 1002792	25.02
AMERICAN 3B SCIENTIFIC 1002783	371.35	AXON ENTERPRISE, INC 283134	38508.00

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BAKER & TAYLOR BOOKS	8952.09	1002793	FASTENAL COMPANY	139.29	283200
BAKKE GRINOLDS WIEDERHOLT	1023.40	283147	FASTENAL COMPANY	440.64	1002823
BASARABA EXCAVATING & DIRTWORKS LLC	242041.24	283148	FEDERAL EXPRESS	16.50	283201
BATTERIES PLUS BULBS #639	743.02	1002794	FEDERAL EXPRESS	248.78	1002824
BAYMONT INN & SUITES	390.53	1002795	FERGUSON WATERWORKS #2516	12982.76	1002825
BEAN, ELLEEN	21.05	282987	FINDAWAY WORLD, LLC	149.99	1002826
BEAR, JOSEPH ERNEST DUNCAN	50.00	283149	FIRE EQUIPMENT CO.	128.50	283202
BECHTOLD PAVING	15174.00	282988	FIRST DISTRICT HEALTH UNIT	20833.33	283031
BECHTOLD PAVING	16086.75	283150	FIRST INTERNATIONAL BANK & TRUST	630.00	283203
BERRY DUNN MCNEIL & PARKER LLC	21660.00	1002796	FIRST INTERNATIONAL BANK & TRUST	630.00	283323
BEST BUY BUSINESS ADVANTAGE ACCOUNT	259.98	1002797	FIRST WESTERN INSURANCE	767.00	283124
BILL BARTH FORD INC	3000.00	282989	FIRST WESTERN INSURANCE	910.00	283204
BLACKBURN MANUFACTURING COMPANY	504.54	1002798	FLAGSHIP ONE	487.48	1002827
BLUESTONE CONSTRUCTION, INC	572303.37	283333	FLEETMIND SOLUTIONS INC	1987.50	283032
BLUETARP FINANCIAL, INC	8.90	283317	FLEETMIND SOLUTIONS INC	1987.50	283205
BLUETARP FINANCIAL, INC	403.25	1002799	FLEETMIND SOLUTIONS INC	.40	1002828
BNSF RAILWAY COMPANY	50.00	283151	G & P COMMERCIAL SALES	74.62	283033
BOLTON, EDWARD T	475.00	282990	G & P COMMERCIAL SALES	6470.04	1002829
BOPPRE LAW FIRM, PLLC	6000.00	283152	GAFFANEYS	221.75	1002830
BORDER STATES INDUSTRIES INC	186.11	282991	GALE	834.74	283206
BORDER STATES INDUSTRIES INC	91.21	283153	GARTNER, CHRISTOPHER	137.39	283034
BORDER STATES INDUSTRIES INC	52.52	1002800	GENERAL TRADING	5.33	283035
BOUND TREE MEDICAL	1011.99	1002801	GENERAL TRADING	159.82	283207
BRAUN INTERTEC CORPORATION	395.00	282992	GENERAL TRADING	205.95	1002831
BRAUN INTERTEC CORPORATION	850.00	283154	GERDAU RECYCLING	61.14	283036
BRITE-WAY	248.00	1002802	GERDAU RECYCLING	284.89	283208
BROADWAY PRINTING COMPANY	181.71	282993	GERDAU RECYCLING	88.79	1002832
BUDGET MUSIC & VIDEO	117.23	1002803	GFOA	500.00	283209
BUTLER MACHINERY CO.	5576.64	283155	GILLIG LLC	275.52	283210
BUTLER MACHINERY CO.	25993.59	283318	GILLIHAN, JASON & HEATHER	250.00	283211
BUTLER MACHINERY CO.	2614.23	1002804	GLADBACK, BELINDA	181.50	283037
CAROLINA SOFTWARE	250.00	283156	GLASS DOCTOR	694.92	283212
CASHWISE	20.00	282995	GLASS DOCTOR	274.25	1002833
CASHWISE	15.92	1002805	GOETTLE, SHANE C	3500.00	283038
CDW GOVERNMENT INC	3019.32	1002806	GOLDEN RULE CREATIONS	1046.23	283039
CHRISTOPHER A. CARLSON	335.85	283121	GOOSENECK IMPLEMENT	2151.91	283213
CHRISTOPHER A. CARLSON	335.85	283319	GOOSENECK IMPLEMENT	249.84	1002834
CMT CONCRETE & CONSTRUCTION	350.00	282997	GRAINGER	206.10	1002835
COLONIAL LIFE PREMIUM PROCESSING	2630.42	282998	GRAND FORKS FIRE EQUIPMENT	409.38	1002836
COMMUNITY AMBULANCE SERVICE	1000.00	283158	GRANITE SPRINGS CO.	201.00	1002837
COMPUTER STORE	839.98	283159	GRAVEL PRODUCTS, INC.	1415.40	1002838
COMPUTER STORE	39.99	1002807	GRAYBAR	292.14	1002839
COOKIES FOR YOU	25.00	1002808	GUERTON, KRISTIN	171.60	283214
CORE & MAIN	2791.06	1002809	HACH	2347.92	283215
CORRPRO COMPANIES	1510.00	283160	HAWKINS, INC	20366.51	283040
CPS, LTD	990.50	283161	HAWKINS, INC	16602.00	283216
CREDIT COLLECTIONS BUREAU	200.00	283122	HERMANSON, BROOK	23.00	283042
CREDIT COLLECTIONS BUREAU	200.00	283320	HIGHT CONSTRUCTION	131106.60	283043
CUMMINS POWER, LLC	2131.54	283162	HOME DEPOT CREDIT SERVICES	181.49	1002840
CURTIS, JOHNNY	9631.35	283163	HOME OF ECONOMY	831.93	1002841
DACOTAH PAPER CO.	72.34	282999	HOUSTON ENGINEERING, INC	12502.62	283044
DACOTAH PAPER CO.	347.82	283164	HP INC	1782.00	283125
DACOTAH PAPER CO.	1787.85	1002810	HUBER SPRINKLER SERVICE	300.00	283218
DAKOTA CONCRETE CONSTRUCTION	25897.50	283165	INFORMATION TECHNOLOGY DEPARTMENT	3137.41	283221
DAKOTA CONCRETE CONSTRUCTION	10156.50	283321	INTERSTATE BATTERY SYSTEM	121.95	283045
DAKOTA FIRE EXTINGUISHER	124.48	283000	JBT AEROTECH	794.41	283222
DAKOTA FIRE EXTINGUISHER	1567.85	1002811	JELINEK, ALEXA (GRAPHIC DESIGN)	400.00	282979
DAKOTA FLUID POWER, INC	55.00	283166	JH MEDICAL SUPPLY	28.87	283046
DAKOTA FLUID POWER, INC	120.70	1002812	JH MEDICAL SUPPLY	554.64	283223
DAKOTA OUTERWEAR CO.	63.50	283001	JOB SERVICES OF NORTH DAKOTA	9381.20	283224
DAKOTA OUTERWEAR CO.	34.50	1002813	JOHN E. REID AND ASSOCIATES INC.	575.00	1002842
DAKOTA TRANSIT ASSOCIATION	210.00	1002814	KARL'S TV & APPLIANCE	599.99	1002843
DAKOTA TRUCK & FARM	264.52	283002	KELLER PAVING AND LANDSCAPING	150590.79	283047
DAKOTA TRUCK & FARM	723.62	283168	KELLER PAVING AND LANDSCAPING	122475.33	283225
DAKOTA UNDERGROUND SPECIALTIES LLC	500716.35	283003	KIWANIS CLUB OF MINOT	150.00	283226
DAKOTA WRECKING AND SALVAGE	90.00	283169	KLJ ENGINEERING LLC (BISMARCK)	58195.00	283048
DAKOTALAND AUTOGLASS	80.00	283170	L-TRON CORPORATION	344.00	283049
DAVIDSON CONSTRUCTION	.00	283171	LACROIX, RANDI	41.75	283324
DAVIDSON CONSTRUCTION	7300.00	283322	LAFONTAINE, DELMORE & GLORIA	495.00	283228
DELL MARKETING L.P.	19295.67	1002815	LANDMARK STRUCTURES	521041.50	283229
DEMCO	934.87	1002816	LANDRUM AND BROWN, INC	2220.00	283230
DIRECTV	408.95	1002817	LAWSON PRODUCTS, INC.	596.40	1002844
DL BARKIE CONSTRUCTION INC	7920.00	283005	LAWSON, DAN	50.00	283231
DOMESTIC VIOLENCE CRISIS CENTE	1567.06	283007	LAWSON, JERRY	500.00	283051
DUST BE-GONE, LLC	10629.36	283008	LEMERE, CHARITY	62.10	283053
DXP ENTERPRISES, INC	470.00	1002818	LEXIPOL LLC	9805.00	283232
ECOLAB	380.29	283009	LHOIST NORTH AMERICA OF MISSOURI	27910.10	283054
ECOLAB	111.67	283172	LHOIST NORTH AMERICA OF MISSOURI	21856.64	283233
ECOLAB	649.04	1002819	LOWES PRINTING, INC.	263.75	1002845
ELDORADO NATIONAL - CALIFORNIA	1288.36	283173	M&T FIRE AND SAFETY INC	38832.00	1002846
ELECTRIC PUMP	10919.82	283174	M-B COMPANY	280.98	283234
ELECTRIC SERVICE	4500.00	283010	MACA	20000.00	283325
EMERGENCY APPARATUS MAINTENANCE	667.42	1002820	MACS INC	.00	283235
EMERGENCY AUTOMOTIVE TECHNOLOGIES	5232.41	283011	MADC	30416.67	283055
EMERGENCY AUTOMOTIVE TECHNOLOGIES	501.70	283175	MADC	.00	283236
ENERBASE	19647.74	283029	MAGIC CITY GARAGE DOOR COMPANY	329.00	1002847
ENERBASE	27793.56	283196	MAIN ELECTRIC CONSTRUCTION	4460.52	283237
ENERBASE	3172.13	1002821	MAK, SUHERMIN	25.00	283056
EPIC SOLUTIONS	1451.48	283197	MARCO, INC	371.50	283057
FACTORY MOTOR PARTS	410.87	283030	MARKETPLACE FOODS	19.96	1002848
FACTORY MOTOR PARTS	874.33	283198	MATERIAL TESTING	2052.00	1002849
FACTORY MOTOR PARTS	520.00	1002822	MENARDS	3.28	283058
FARSTAD OIL CO	317.95	283199	MENARDS	3166.63	1002854

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MICROSOFT CORPORATION	1052.00	1002856	PRAXAIR DISTRIBUTION, INC.	320.00	283274
MIDLAND DIESEL SERVICE	66.80	283238	PRAXAIR DISTRIBUTION, INC.	229.17	1002890
MIDSTATES WIRELESS, INC	1062.50	283059	PRINGLE & HERIGSTAD, P.C.	714.75	283089
MILITARY NAMES	13.50	1002857	PRINGLE & HERIGSTAD, P.C.	472.50	283275
MILLER LAW OFFICE, P.C.	787.50	283060	PRIORITY DISPATCH	801.00	1002891
MILLER LAW OFFICE, P.C.	697.50	283239	PROCOLLECT	803.89	283276
MINOT AUTO	2201.74	283064	PROTECH INTEGRATIONS LLC	44.97	283090
MINOT AUTO	1363.22	283243	PROVIDENT LIFE & ACC INS CO	525.92	283091
MINOT AUTO	22.42	1002858	R. M. COTTON COMPANY	470.00	1002892
MINOT AUTOMOTIVE CENTER	36.90	283065	RAPID FIRE PROTECTION INC	4510.00	283277
MINOT AUTOMOTIVE CENTER	156.75	283244	REAL TIME TRANSLATIONS, INC	4.50	283278
MINOT CHAMBER OF COMMERCE	15000.00	283245	REPUBLIC PARKING SYSTEM	19365.71	283279
MINOT CITY AUDITOR	105.00	283246	RHI SUPPLY	1503.50	1002893
MINOT COMMISSION ON AGING	8750.00	283066	ROBISON, CARI	50.00	283092
MINOT CONVENTION&VISITORS BUR.	10225.08	283127	ROTELIUK, RONDEL	48.88	283280
MINOT CONVENTION&VISITORS BUR.	7898.61	283326	SAMMY'S	422.33	1002894
MINOT DAILY NEWS	737.96	283247	SAND, LINDA	15.00	283093
MINOT DAILY NEWS	680.22	1002859	SCHHEELS	373.88	1002895
MINOT ELECTRIC	850.32	283067	SCHOCKS SAFE AND LOCK SERVICE	13.75	283282
MINOT ELECTRIC	2206.97	283248	SCHOCKS SAFE AND LOCK SERVICE	259.62	1002896
MINOT ELECTRIC	400.00	1002860	SCHULTZ, PHIL	200.00	283094
MINOT EMPLOYEE DONATIONS	742.41	283249	SCREENCLOUD	40.00	1002897
MINOT EMPLOYEE DONATIONS	740.76	283327	SECURITY FENCE, INC.	2400.00	283095
MINOT PARK DISTRICT	4000.00	283068	SECURITY PLUS	113.00	283096
MINOT PARK DISTRICT	125415.09	283328	SHERWIN WILLIAMS	54.00	283097
MINOT PAVING	66548.66	283250	SHERWIN WILLIAMS	25.69	1002898
MINOT RESTAURANT SUPPLY	66.65	1002861	SIMTECH INC	1050.00	283283
MINOT VETERINARY CLINIC	2576.00	1002862	SIRCHIE ACQUISITION COMPANY, LLC	248.96	283284
MISC P CARD VENDOR	5859.71	1002869	SOLTIS BUSINESS FORMS CO.	332.00	283098
MISCELLANEOUS A/R	1736.00	283157	SOURIS RIVER JOINT WATER RESOURCE	1483043.79	283286
MISCELLANEOUS A/R	420.00	283251	SOUTH DAKOTA CHLD SUPPORT	188.31	283130
MISCELLANEOUS A/R	948.00	283310	SOUTH DAKOTA CHLD SUPPORT	188.31	283332
MN CHILD SUPPORT PAYMENT CENTER	172.12	283128	SPOT LIGHTING SUPPLIES	2208.00	1002899
MN CHILD SUPPORT PAYMENT CENTER	172.12	283329	SPRINKLERS PLUS, LLC	278.25	283287
MONLEY, RANDI	22.66	283069	SPRINT	792.00	283288
MOORE, MELANIE	58.00	283252	SRF CONSULTING GROUP	1373.00	283289
MORE THAN MUSIC	2030.78	283253	SRT COMMUNICATIONS	20028.61	1002905
MOWBRAY & SONS	5638.00	1002870	STATE WATER COMMISSION	32982.86	283291
MUNICODE (MUNICIPAL CODE CORP.)	1039.80	283254	STEIN, JEANNE	7.65	1002906
MUUS LUMBER	211.09	1002871	STEIN'S INC.	1057.16	283131
MVTL LABORATORIES	13086.00	1002872	STEIN'S INC.	70.53	1002907
NAPA AUTO PARTS	596.79	283071	STEVICK BUSINESS SPECIALTIES & WEAR	15757.44	1002908
NAPA AUTO PARTS	873.83	283257	STRYKER	121.45	283099
NAPA AUTO PARTS	574.03	1002873	SUN LIFE FINANCIAL	73.00	283100
NATIONAL PAYMENT CORPORATION	146.78	283258	SWANSON & WARCUP, LTD	8266.28	1002909
NBS CALIBRATIONS	181.00	1002874	SWANSTON EQUIPMENT	521.72	283101
ND DEPT OF ENVIRONMENTAL QUALITY	75.00	283072	SWANSTON EQUIPMENT	6122.23	283292
ND DEPT OF ENVIRONMENTAL QUALITY	460.00	283073	T-MOBILE USA, INC.	2259.00	283102
ND DEPT OF HEALTH	18.54	283259	TARGET	35.15	1002910
ND DEPT OF TRANSPORTATION	386988.11	283074	TARGETS ONLINE	20.99	1002911
ND DEPT OF TRANSPORTATION	12.50	283075	TED'S SERVICE TOWING AND RECOVERY	2380.00	1002912
ND DEPT OF TRANSPORTATION	12.50	283076	THE HILLMAN GROUP, INC	58.10	1002913
ND DEPT OF TRANSPORTATION	12.50	283077	THEIN WELL	1950.00	283103
ND FRATERNAL ORDER OF POLICE	737.50	283260	THIRD WATCH COMMUNICATIONS	584.70	283104
ND FRATERNAL ORDER OF POLICE	750.00	283330	THOMSON REUTERS-WEST PAYMENT CENTER	264.00	1002914
ND LEAGUE OF CITIES	200.00	1002875	TIMMONS GROUP	16262.34	283293
ND ONE CALL, INC	1267.75	283078	TITAN MACHINERY	135.45	283294
ND ONE CALL, INC	388.00	283261	TRACTOR SUPPLY CREDIT PLAN	27.98	1002915
ND STATE BOARD OF ACCOUNTANCY	255.00	1002876	TRAFFIC CONTROL CORPORATION	1064.00	283296
ND STATE RADIO COMM.	3000.00	283079	TRINITY HEALTH	10.00	283297
NDSWRA	175.00	283262	TRINITY MEDICAL GROUP	1217.25	1002916
NEBRASKA CHILD SUPPORT PAYMENT	563.08	283129	TRUE VALUE MINOT	96.80	1002917
NEBRASKA CHILD SUPPORT PAYMENT	563.08	283331	TYLER TECHNOLOGIES, INC	18200.00	283105
NET TRANSCRIPTS	621.68	283080	TYLER TECHNOLOGIES, INC	3311.00	1002918
NEWMAN TRAFFIC SIGNS	4047.79	283263	U.S. POST OFFICE	5000.00	283132
NEWMAN TRAFFIC SIGNS	193.50	1002877	U.S. POST OFFICE	42.20	1002919
NORTH COUNTRY MERCANTILE	135.00	1002878	ULTEIG	28621.72	283299
NORTH DAKOTA E-WASTE LLC	8956.23	283081	UNIFORM CENTER	155.97	283106
NORTH PRAIRIE RURAL WATER	134.04	1002879	UNIFORM CENTER	305.95	283300
NORTH WINDS TRUCK ACCESSORIES	974.90	283082	UNITED MAILING SERVICE	215.17	283107
NORTH WINDS TRUCK ACCESSORIES	489.90	283264	UNITED MAILING SERVICE	431.35	283301
NORTHERN BRAKE	39.90	283083	UNITED STATES TREASURY	1991.36	283108
NORTHERN BRAKE	10.95	283265	UNUM LIFE INSURANCE COMPANY OF AMER	12622.29	283109
NORTHERN PLAINS EQUIPMENT CO., INC.	550.67	283266	UPS STORE #1423	139.85	1002920
NORTHERN TESTING	415.00	283084	USPS - FEE PAYMENTS	92.00	1002921
NORTHWEST TIRE AND RETREAD	4083.38	283085	VELVA ENVIRONMENTAL LLC	959.00	283302
NORTHWEST TIRE AND RETREAD	2190.97	283267	VERIZON WIRELESS	20.02	283133
NORTHWEST TIRE AND RETREAD	3038.49	1002880	VERIZON WIRELESS	4920.54	283135
NOVA FIRE PROTECTION CO.	465.00	1002881	VERIZON WIRELESS	3772.43	1002922
O'DAY EQUIP. INC.	3341.67	283268	VESSCO, INC	41900.00	283303
O'DAY EQUIP. INC.	375.00	1002882	VILLAGE FAMILY SERVICE CENTER	3150.00	283304
OAG AVIATION WORLDWIDE LLC	5082.00	283269	VISIT MINOT	42729.50	283110
OFFICE DEPOT	1673.20	1002884	WAGNER CONSTRUCTION	576560.43	283305
OK AUTOMOTIVE	291.55	1002885	WAL MART	316.77	1002923
OLSON'S TOWING	2287.00	283271	WALLWORK TRUCK CENTER	646.16	283306
OVERDRIVE	6000.00	283272	WANTZ, MACEY	57.50	283111
PACIFIC SOUNDS VIDEO	1445.99	1002886	WARD COUNTY AUDITOR	3180.00	283112
PARSONS ELECTRIC LLC	1000.00	283086	WARD COUNTY AUDITOR	5680.42	283307
PBBS EQUIPMENT CORPORATION	1578.00	283087	WARD COUNTY CLERK OF DIST. COURT	120000.00	283113
PETCO	291.51	1002887	WARD COUNTY RECORDER	65.00	283308
PICTOMETRY INTERNATIONAL CORP	68427.00	283088	WASTE NOT RECYCLING LLC	6719.40	283114
PITNEY BOWES INC.	52.67	1002888	WASTE NOT RECYCLING LLC	13471.20	283309
PRAIRIE SUPPLY	213.50	1002889	WATER ACCOUNT REFUNDS	8.69	282984

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WATER ACCOUNT REFUNDS	22.96	282994	WATER ACCOUNT REFUNDS	25.23	283295
WATER ACCOUNT REFUNDS	11.75	282996	WATER ACCOUNT REFUNDS	24.89	283298
WATER ACCOUNT REFUNDS	28.85	283004	WEST OAKS ANIMAL HOSPITAL	386.80	1002924
WATER ACCOUNT REFUNDS	3.48	283006	WESTERN STEEL AND PLUMBING	116.06	1002925
WATER ACCOUNT REFUNDS	4.93	283041	WESTLIE FORD	78.17	283116
WATER ACCOUNT REFUNDS	9.59	283050	WESTLIE FORD	341.54	283311
WATER ACCOUNT REFUNDS	28.85	283052	WESTLIE TRUCK CENTER	153971.37	283117
WATER ACCOUNT REFUNDS	22.96	283115	WESTLIE TRUCK CENTER	1481.21	283312
WATER ACCOUNT REFUNDS	6.48	283118	WESTLIE TRUCK CENTER	22.32	1002926
WATER ACCOUNT REFUNDS	40.01	283120	WILBUR-ELLIS CO LLC	320.00	283313
WATER ACCOUNT REFUNDS	30.89	283126	WINNELSON	300.33	1002927
WATER ACCOUNT REFUNDS	40.00	283167	XEROX CORPORATION	752.67	283314
WATER ACCOUNT REFUNDS	14.79	283217	3D SPECIALTIES INC.	2301.00	283315
WATER ACCOUNT REFUNDS	36.46	283227	5.11 TACTICAL WEBSITE	158.23	1002928
WATER ACCOUNT REFUNDS	57.05	283273			
WATER ACCOUNT REFUNDS	1.14	283281			
WATER ACCOUNT REFUNDS	50.00	283290	TOTAL:	\$6,828,483.33	

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

### **ORDINANCE NO. 5516 - REZONE LOTS 1 & 2 OF SWENSON'S ADDITION – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5516 on second reading to rezone Lot 1 of Swenson’s Addition from AG (Agricultural) to P, (Public) and to rezone Lot 2 of Swenson’s Addition from AG (Agricultural) to RA (Residential Agricultural). Motion seconded by Alderwoman Olson and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5516 on second reading. Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ORDINANCE NO. 5517 - REZONE THE BLUFFS 14TH ADDITION – SECOND READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5517 on second reading to rezone The Bluffs 14th Addition from R1 (Single-Family Residential) and AG (Agricultural) to RA (Agricultural Residential). Motion seconded by Alderwoman Olson and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5517 on second reading. Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **ADMINISTRATIVE APPROVALS – APPROVED**

Alderman Ross moved the City Council ratify the following administratively approved requests.

1. Our Redeemer’s Lutheran Brethren Church to conduct a raffle September through November at Our Redeemer’s School (700 16<sup>th</sup> Ave SE)
2. The Putt District for a special event permit July 16, 2020 on Main Street
3. Off the Vine for a special event permit July 28, 2020 at the Taube Museum of Art (2 North Main Street)
4. The Spot for a special event permit July 24-26, 2020 outside 6 2<sup>nd</sup> Street NE
5. The Spot for a special event permit August 1, 2020 at the Regency Event Center (105 1<sup>st</sup> Avenue SE)
6. Trinity Health Foundation to conduct a raffle September 11, 2020 at the Dakota Square Arco (1520 24<sup>th</sup> Ave SW)
7. Minot Social Club for Exceptional Persons, Inc 2<sup>nd</sup> Story to conduct a calendar raffle December 1-31, 2020 at 2<sup>nd</sup> Story (13 1<sup>st</sup> Ave SW)
8. The Starving Rooster for a special event permit July 31, 2020 at the Regency Event Center (105 1<sup>st</sup> Ave SE)
9. The Tap Room for a special event permit August 13-16, 2020 at the Regency Event Center (105 1<sup>st</sup> Ave SE)
10. Gourmet Chef for a special event permit July 27-28, 2020 outside 122 Main Street S
11. The Blue Rider for a special event permit August 6, 2020 outside 118 1<sup>st</sup> Ave SE
12. Army’s 2.0 for 5 special event permits July 31, 2020 through October 5, 2020 outside 12 3<sup>rd</sup> Street SE
13. A raffle permit was denied to Jennifer Hoge and will not permit her to conduct a raffle at her home.

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

### **FINAL PAYMENT - 2019 STREET IMPROVEMENT DISTRICT (4379) – APPROVED**

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Alderman Ross moved the City Council approve the final payment of \$155,571.70 to Keller Paving & Landscaping, Inc. for the 2019 Street Improvement project and authorize the Mayor to sign.

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

### **ORDINANCE NO. 5519 – AMEND THE 2020 ANNUAL BUDGET- 2019 STREET IMPROVEMENT DISTRICT (4379) – FIRST READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5519 on first reading to amend the 2020 annual budget to increase Street department street improvement expenditures for unit quantity changes which will be paid with cash reserves. Motion seconded by Alderwoman Olson and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5519 on first reading. Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **CHANGE ORDER #1, DRAINAGE & STORMWATER IMPROVEMENT (AIR066) – APPROVED**

Alderman Ross moved the City Council approve the change order for the ongoing Drainage & Stormwater Improvement Project and authorize the Mayor to sign any applicable documentation.

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

### **ORDINANCE NO. 5520 – AMEND THE 2020 ANNUAL BUDGET- DRAINAGE & STORMWATER IMPROVEMENT (AIR066) – FIRST READING – APPROVED**

Alderman Ross moved the City Council place ordinance no. 5520 on first reading to amend the 2020 annual budget to increase Airport capital expenditures for additional design work for the drainage and stormwater improvements project. Motion seconded by Alderwoman Olson and carried unanimously.

Alderman Ross moved the City Council pass ordinance no. 5520 on first reading. Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Evans, Jantzer, Olson, Pitner, Podrygula, Ross, Sipma; nays: none.

### **AMENDED LEASE TERMS AND CONDITIONS FOR JAMES LARSEN AND DUANE HAUGSTAD – APPROVED**

Alderman Ross moved the City Council approve the proposed amended Ground Lease and Hangar Development Agreement between the City of Minot and James Larsen and Duane Haugstad and authorize the Mayor to enter into the amended agreement.

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

### **AMENDED LEASE TERMS AND CONDITIONS FOR ARDEN GLICK – APPROVED**

Alderman Ross moved the City Council approve the proposed amended Ground Lease and Hangar Development Agreement between the City of Minot and Arden Glick and authorize the Mayor to enter into the amended agreement.

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

### **CONSULTING SERVICES, PARKING MANAGEMENT REQUEST FOR PROPOSALS (RFP) DEVELOPMENT – APPROVED**

Alderman Ross moved the City Council authorize the Airport Director to begin the process of analyzing past performance and future opportunities for parking management alternatives at the conclusion of the current five-year contract with Reef

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Parking, authorize the Airport Director to enter into an agreement for consulting services with Landrum and Brown, the Airport's business consultant of record and authorize the Mayor to sign the associated documents.

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

### **WIRELESS COMMUNICATION FACILITIES MASTER ATTACHMENT AGREEMENT – VERIZON WIRELESS – APPROVED**

Alderman Ross moved the City Council approve the Wireless Communications Facilities Master Attachment Agreement with Verizon Wireless and authorize the Mayor to sign the agreement

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

### **SIRN RADIO PURCHASE (FD0100) – APPROVED**

Alderman Ross moved the City Council approve the purchase of the radios and needed accessories through the SIRN project using the state bid.

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

### **APPROVE AMENDMENT #4 FOR SUNSET RIDGE AGREEMENT WITH BEYOND SHELTER – APPROVED**

Alderman Ross moved the City Council approve and authorize the Mayor and Finance Director to execute amendment #4 with the Sunset Ridge Agreement.

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

### **SUPPER CLUB LICENSE- AMERICAN MULTI-CINEMA, INC DBA AMC DAKOTA SQUARE 9**

Alderwoman Evans moved the City Council postpone the supper club license application from AMC Dakota Square until August 17<sup>th</sup> or sooner and direct the City Attorney to revise the Minot Code of ordinances to be consistent with state law while also achieving the desired result for the applicant. Motion seconded by Alderman Podrygula.

Alderman Podrygula stated, he has no problem granting the license but does not believe it fits within the current definition of a supper club. He would prefer to include language for a theater.

Alderwoman Olson agreed and said the license should recognize the establishment as a theater and not a supper club.

The City Attorney said, she envisions the language including reference to a movie theater type license with a restaurant component so they could still allow minors on the premises. There would be a food sale obligation for gross sales to at least be equal to the gross sale of alcohol.

Mayor Sipma commented that this situation was not brought up during the discussions in 2016 revising the alcohol ordinance. He also said, it is already done responsibly around the country.

Alderman Jantzer said he hopes they can accommodate the request and wondered what time frame the applicant had in mind.

Alderwoman Evans clarified that her motion is meant to address the issue at the next meeting, August 17<sup>th</sup> but if a special Council meeting takes place sooner, the first reading of the ordinance can be done then.

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

### **CONCUR ON PURCHASE PRICE FOR FLOOD BUYOUT AT 1416 FIRST AVENUE SE FOR \$160,000 – APPROVED**

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Alderman Olson moved the City Council concur with the negotiated purchase with the property owner for flood buyout acquisition on 1416 First Avenue SE for \$160,000.

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

### **APPROVE DEVELOPER AGREEMENT WITH BEYOND SHELTER, INC. FOR 54 LMI SENIOR CITIZEN RENTAL UNITS – APPROVED**

Alderman Olson moved the City Council approve and authorize the Mayor and Finance Director to execute the Developer Agreement with Beyond Shelter, Inc. for construction of 54-unit senior citizen LMI rental housing.

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

### **TERM LIMITS**

Alderman Ross moved the City Council place an ordinance on first reading implementing term limits for the city council members including the date of June 9, 2020 in Sec. 2-17.1 subsection (d). Motion seconded by Alderman Pitner.

Alderman Olson shared the concerns she mentioned during their previous discussion related to research showing that term limits impede women and minorities from running for office. She also said, term limits take away choice and they should allow voters to determine term limits.

Alderman Evans moved to postpone action on term limits indefinitely. Motion seconded by Alderman Olson.

Alderman Ross said he does not support postponing and believes they should take some action even if they vote it down.

Alderman Pitner agreed and said they can discuss the issue and vote for it or against it. He also said he interpreted Alderman Olson's research differently. He said, implementing term limits doesn't lead to more women or minorities running for elected positions but isn't the only factor. It would need to be coupled with campaigning and recruitment. He said, the Council would have to invite people to encourage them to run and support them in the process.

Alderman Evans said this seems like a solution in search of a problem. There are no entrenched bodies on the Council and the change in government structure was done in order to get a better group of candidates. If voters were concerned about term limits, they wouldn't have voted in an incumbent. She said, until there is evidence the current system isn't working, there's no need to change it. Democracy seems to be working just fine.

Alderman Podrygula agreed and said the Make Minot movement has succeeded. He said he believes term limits take away the rights of voters. He personally has been elected five times and was not elected three times. They need to give the voters the opportunity to bring a Council member back if that's what they want.

Mayor Sipma said it is a double-edged sword. Discussions taking place across the country about career politicians doesn't apply in Minot. Make Minot improved the at-large voting system but if engagement stops, the issue can be brought back. He said, he does not agree that it should be postponed indefinitely.

Alderman Evans withdrew her motion. Alderman Olson as the second, agreed.

Alderman Ross stated, he supports term limits. He said he believes it is the responsibility of the Council to recruit new members to fill their shoes. They do not want a Council of career politicians or a group of "good ole boys" as it's called in social media. Make Minot worked to promote involvement in city government and he encourages people to participate. Term limits send a message that they are willing to step aside.

Alderman Olson brought up the group that already exists to accomplish that, called Women Lead, Women Run, which encourages women run or be involved a campaign.

Alderman Jantzer commented, there is nothing requiring a Council member to run for reelection. He said it is restrictive to impose term limits and there is no guarantee someone better will step up to run.



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

### **PERSONAL APPEARANCES**

None

### **PRELIMINARY BUDGET PRESENTATION**

Finance Director/Acting City Manager, David Lakefield, presented the 2021 preliminary budget. He said it is balanced and resulted in a zero rate increase to the mill levy. He explained that there has been a slight increase in valuations of about 2%. The overall 2020 budget was \$273.3 million and the 2021 budget is \$143.5 million. He explained some of the major differences between the previous year's budget compared to 2021. He said, they changed how they account for projects like NAWS, and Flood Control so the funding no longer flows through the City budget. There are also fewer infrastructure and water and sewer projects scheduled for 2021. He then described some changes that took place as a result of the new software system. They took the opportunity to retire the General & Administrative Department to clean up and organize some accounts. They also merged the highway and infrastructure funds into the general fund since they no longer met the definition of a special revenue fund. He pointed out that they bolstered the street improvement budget. He said, the 2021 budget also includes three new positions, an Intelligence Analyst in the Police Department, converting a part-time Fire Marshall to a Fire Inspector, and a Project Manager/Field Design employee in Public Works.

He then discussed revenue projections. He said sales tax collections greatly improved in June which means we are trending less than 3% behind what was budgeted for the year. He mentioned they are also anticipating a spike in state sales tax for big ticket items like boats and recreational vehicles. He said, they continue to monitor the price of oil but the good news with Hub City funding is that Minot is one of the first entities to receive collections.

Mr. Lakefield described the changes to the budget format since the new software system was used to develop the 2021 budget. The chart of accounts was updated to conform with GFOA. The changes allow for additional detail and improved analytics. He then demonstrated on a spreadsheet the different ways to drill down into accounts to track different budgeted amounts.

Following his presentation, Mayor Sipma thanked staff for all of their hard work on the new software system especially during the COVID pandemic and the revisions to revenue projections. He then reiterated that property tax is only one small component of the budget and the other funding sources play such an important role.

Upon questioning by Alderwoman Evans, Mr. Lakefield went into further detail about the 47% decrease of the overall budget from the previous year. He explained that 2021 does not have the magnitude of projects that were funded in 2020. There were two projects, the Fire Station and City Hall Retaining Wall, that were delayed in anticipation of reduced revenue, however, the 2021 budget includes portions of the funding needed. If things rebound, there is flexibility to accelerate the projects without pitting them against each other.

Mayor Sipma encouraged the Council to reach out to staff for questions prior to the budget question and answer session August 17<sup>th</sup>. He also invited the public to prepare questions for the public hearing and first reading of the budget in September.

Mr. Lakefield provided a couple other updates. He said, they held a bond rating call that day which discussed special assessment districts, Flood Control financing, and refunding bonds for Airport debt. They will have the ratings in a couple weeks. He then said the Governor's proposal to use federal COVID-19 relief dollars to reimburse funding for Police Department payroll was approved by the Emergency Commission. It has not been finalized yet but could be an additional \$3-4 million. He concluded by saying, they continue to evaluate the approach to COVID-19 and are closely following guidance from the state to mitigate factors.

### **FORMER LANDFILL SUPERFUND PRESENTATION**

The Assistant Director of Public Works presented an update on the Superfund Site and its potential reuse. He provided the history of the site which was a landfill from 1961-1971. In 1985, there were complaints about odors and gas bubbles and it was subsequently added to the EPA National Priorities List in 1989. The Statement of Work, Remedial Investigation, and

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Feasibility Study led to a signed Record of Decision in 1993 and remedial action was constructed in 1996. It was removed from National Priorities List in 1997 and undergoes annual monitoring and EPA review every 5 years.

He explained that superfund reuse has been discussed since 2013 but progress has been slow and sporadic. Restrictions on reuse preclude any activities that could damage the landfill cap. Minot Park District is interested in building an 18-hole disc golf course, mountain bike trails, and cross-country trails, however, it is in violation the current Record of Decision, which is to minimize any and all access to the site.

To move forward, the EPA attorney will take a motion through Federal Court setting out what the City wants to do and the EPA's opinion on whether or not the remedy will remain protective. He said, there are several documents that must be in place before this can happen. The EPA is currently working on a draft Explanation of Significant Difference (ESD) and drafting an agreement to satisfy the Consent Decree Statement of Work. They plan to have the ESD signed by September 30<sup>th</sup>. The Park District is also working on a MOU with the City.

### **RESOLUTION NO. 3665 – SUPPORT FOR MINOT SUPERFUND SITE REUSE**

Mayor Sipma said he is highly supportive of any opportunity to move forward with reuse of the superfund site. He emphasized that it is an easy win to promote quality of life and would be a good use of the land.

Mayor Sipma moved the City Council adopt resolution no. 3665 granting support for City staff to work diligently with the EPA and move forward to reuse the Minot Superfund Site.

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

### **ADJOURNMENT**

There being no further business, Alderwoman Olson moved the City Council meeting be adjourned. Motion seconded by Alderman Jantzer and carried unanimously. Meeting adjourned at 7:03 pm.

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

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