

**COMMITTEE OF THE WHOLE**

September 25, 2018

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Members Present:

Sipma (Mayor), Jantzer, Olson, Pitner, Podrygula, Straight, Wolsky

Members Absent:

None

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 Tuesday, September 25, 2018:

- 1. The City Council approve the final payment in the amount of \$2,071.10 to C&C Plumbing for the completion of Library Chiller Replacement. (LIB030)**

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

- 2. The City Council approve the special assessment of weed cutting costs for the two remaining parcels: #131540400030 & #34C691000120.**

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

- 3. The City Council approve the Non-Substantial (Technical) Amendment #9 for CDBG-DR Allocation #2.**

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

- 4. The City Council accept the offer from Progressive Insurance Company to settle outstanding claim with the City of Minot for the full amount to replace the traffic signal (\$11,476.15) and authorize the Mayor to sign the Full Release of All Property Damage Claims on behalf of the City of Minot.**

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

- 5. The City Council approve the final payment to Park Construction in the amount of \$125,611.27 for the SWIF Action C Levee Repair. (3135.2C)**

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

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Alderman Wolsky asked about the planting of grass on this project and the amount of weeds that have encroached in the area. He raised concerns about including more strict landscaping requirements in contracts.

The Public Works Director explained, the lack of grass is due to the dry summer we had. If we require the contractor to regularly water the grass, it would substantially add to the contract cost. He said, the tops of levees might take a couple years to establish grass but staff will take care of the weeds.

Alderman Wolsky stated, he would like to look at greenscape management practices and potentially establish native grasses in some areas so they require less maintenance.

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

**6. The City Council pass an ordinance to amend the 2018 annual budget to increase library capital revenues and expenditures and decrease general fund planning revenue and expenditures for the Cities of Service Tool Library. (LIB032)**

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The above motion by Alderman Wolsky, seconded by Alderman Pitner.

Alderman Wolsky asked if the tool library is capitalized differently than other items in the Library, to which the Library Director stated, the tools are checked out and capitalized in the same manner as books, dvds and cds.

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

**7. The City Council approve the Joint Powers Agreement between the City of Minot and the Minot Park District and authorize the Mayor to sign the Agreement.**

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

Alderman Wolsky read aloud a clause included in the agreement which states, "This one million dollar contribution is contingent and subject to determination by the City Finance Director that sufficient funds have been collected upon the city sales tax which adequately fund the NAWS project and further permit distributions of the one million dollar sum for improvements and enhancements to Roosevelt Park Zoo." He said, we have clearly identified that NAWS collections were not enough, but the contribution from Community Facilities was approved in 2017, prior to that knowledge.

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, Pitner, Podrygula, Sipma, Straight, Wolsky. nays: none.

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**8. The City Council authorize Eminent Domain process to commence for acquisition of 435 Fourth Avenue NE, 19 Fifth Street NE, and 105 Sixth Street NE.**

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

Alderman Wolsky clarified a typo that was included in the agenda and confirmed the address of one of the properties is, 105 Sixth St NE.

Mr. Zakian then explained, this approval will grant authorization to proceed with eminent domain but it does not mean they are necessarily moving forward with eminent domain. He said, a letter has been sent to property owners to let them know that negotiations may continue and a settlement may be agreed upon without the need for eminent domain.

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

**9. The City Council approve the 2019 City of Minot Legislative Process; and request all Council Members begin identifying legislative priorities.**

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

The City Manager explained, he laid out a process for the 2019 legislative session which denotes various steps to consider to meet timelines in order to have an effective conversation with our legislative representatives in November. He requested the Committee approve the process as identified and asked the Council members to begin identifying legislative issues, priorities, and topics to be assembled and shared with our representatives.

The members of the Committee expressed their gratitude to the City Manager for outlining the process and they shared some of their initial thoughts and priorities including relaxed licensing, water initiatives, recovery reinvented, and medical marijuana distribution centers.

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

**10. The City Council approve, on first reading, the proposed amendment to the first penny sales tax ordinance.**

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

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Alderman Pitner read one of the key findings from the Executive Summary of the IEDC Technical Assistance Report on Economic Development Strategies. It states, “City government needs to initiate a sharp course correction from a history of passive, reactive role in economic development activities to an active, proactive leadership role to overcome a history of stakeholders’ silo functionality primarily the result of a historic lack of a comprehensive, coordinated, clearly articulated citywide economic development strategy.”

Alderman Pitner explained that he wants the Council to have more of a leadership role. The specific commitment he suggested during the budget discussion may be premature but this amendment will set up some flexibility and provide a tool to be used later.

The members of the Committee expressed their appreciation to Alderman Pitner for taking the initiative to set up a flexible option they can pursue in the future.

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

**11. The Fire Chief gave a presentation on current activities taking place in the Fire Department.**

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Fire Chief Kronschnable gave a presentation on the Minot Fire Department where she described their accomplishments, metrics for measuring their performance, and areas of improvement. The full presentation can be viewed at the following link: <https://www.youtube.com/watch?v=djP8c2Vz-Bc&t=910s>

There being no further business, the meeting was adjourned at 5:07 pm.

Respectfully Submitted,  
Kelly Matalaka,  
City Clerk