

Committee Members:

Chairperson

Huettl, Damian; Citizen
Term, 2013-2016

Vice Chairperson

Leingang, Laurie; Citizen
Term, 2013-2016

Mousel, Thomas; Citizen
Term, 2013-2015

Sager, Lori; Citizen
Term, 2013-2014

Steffenhagen, Jason; Citizen
Term, 2013-2015

Garman, Cole Citizen;
Youth Commission
Term, 2013 - 2014

Neubauer, Jim;
Administration

Lalim, Doug; Assessing &
Building Inspection

Huber, Ellen; Business
Development &
Communications

Johnson, Keith; Custer
Health

Nardello, Steve; Fire

Froseth, Justin; Planning &
Engineering

Mills, Dave; Police

Bullinger, Dennis; Police

Wright, Jeff; Public Works

Mandan Community Beautification Committee

Thursday, May 22, 2014

7:30 a.m.

Mandan City Hall

205 Second Avenue NW

Mandan, ND

Minutes

A. Roll Call:

1. Roll call of committee members.

Chairman Huettl called the meeting to order. Those members indicated by were in attendance. Guests were Amy Schmidt and Sara Carlson.

B. Minutes:

1. Consider approval of April 10, 2014 minutes.

A correction is needed under section B to note Bob's full name and title: City Planner Bob Decker. Laurie Leingang moved to approve the minutes with the correction, Dennis Bullinger seconded. Motion carried unanimously.

C. Items of Business

1. New Business No. 1 - Consider community clean-up day
Amy Schmidt and Sara Carlson presented ideas for a litter clean-up day. City officials and committee members were receptive to the idea. Planning details were discussed including dates and possibly locations for group assembly. Consensus was to schedule the event for Saturday, June 21, beginning at 8:30 a.m. Dykshoorn Park is the location for a flea market that day, so other options were discussed. Chief Bullinger will check on Legion Park and report back to a subcommittee. In case of the rain, the likely alternative date would be the afternoon of Sunday, June 22. Schmidt noted that she had started a "Keep Mandan Beautiful" Facebook page. Ellen Huber will assist with public outreach, news releases and sharing info with Mandan businesses. The deadline for basic info for the Mandan Messenger newsletter will be May 28. Updates can be provided after that via the city website. Volunteers can be encouraged to register via the website to help estimate volunteer to turn-out for the event. Public Works Director Jeff Wright said they can provide and collect bags, provide vests, and work on information regarding routes and maps. Mayor Van Beek and

Commissioner Rohr had indicated they'd try to be available depending on the date selected. Schmidt will seek some donations for refreshments and a possible appreciation lunch and prize drawings for participants such as bikes from Walmart. Schmidt encouraged an annual or biannual clean-up event in cooperation with Bismarck in the future. Follow-up coordination will primarily involve Schmidt, Wright, Bullinger, Huber and Administrator

Neubauer. Schmidt indicated interest in serving on the Beautification Committee with openings likely in the near future. Administrator Neubauer had to leave for another meeting.

2. Old Business No. 1 – Beautification Committee attendance expectations

The Committee reviewed other examples. The Planning and Zoning Commission ordinance states, “Any member who has three unexcused absences within a twelve month period shall be deemed to have resigned and the vacancy shall be filled as provided in Section 21-01-04. Unexcused absence shall be any absence not related to illness, out of town trips, or business related scheduling conflicts.” The Mandan Architectural Review Commission has a policy expectation of attendance at 50% of meetings during a year. Huettl and Leingang said they thought the 50% requirement was reasonable. Huber moved the Community Beautification Committee adopt a policy of expectation for attendance by members at 50% of the meetings held over a year. Justin Froseth seconded. Motion carried unanimously.

Huettl will make contacts to members who have frequently been absent to determine if they wish to continue serving. Wright noted that Gary Benz may be interested in serving if vacancies are announced.

3. New Business 3 – Youth Commission representation

There was uncertainty about whether Jim had discussed the future of the position with the Youth Commission. Huettl will follow up with Neubauer. Leingang moved to approve replacing the Youth Commission representative with another citizen appointee. Bullinger second. Motion carried unanimously.

4. Old Business No. 2 - Review Minot landscaping ordinance

The sample ordinance is in the meeting packets, but the zoning codes assembled by Huber were inadvertently left out. This will be tabled until the next meeting with the codes provided in advance for ease in understanding by citizen members.

5. Old Business No. 3 - Review examples of minimal standards for residential yard cover

No information was provided by staff on examples. This will need to be advanced to the next meeting agenda.

6. Old Business No. 4 – Property Maintenance Code

Animal Sanitation - Chief Bullinger will bring information to the next meeting about any portions of Mandan’s code that address animal waste or disposal of animal carcasses.

Review of Overland Park Ordinance – time ran out to further address this. Bullinger noted that the Wildwood mobile home park had recently made some progress in its appearance along Third Street including that trash cans have been moved to the back of lots. Huettl will send a thank you on behalf of the committee noting appreciation for the effort. Wright thought there’d also been some improvements at El Rancho.

7. Old Business No. 5 – Report on Bush Foundation Community Innovation Grant Application.

The Mandan Tomorrow – Leadership, Pride and Image Committee in cooperation with the City of Mandan had submitted an application seeking \$200,000 in funding for a Memorial Highway

Storefront and Landscape Improvement Program. Huber reported that they'd been notified that the application did not make the final round for consideration.

8. New Business Nov. 2 – Voting Members and Quorum

Administrator Neubauer had indicated in a note on the advance agenda that all 14 members have voting rights and that 50% or 8 would be needed for a quorum. Huber expressed concern on whether all had truly been appointed to have voting rights and Building Official Lalim questioned if a quorum was needed if the committee only operated in an advisory capacity. Further discussion was postponed to the next meeting to allow for research and staff discussion.

D. Agenda for June 12, 2014 Meeting

Follow-up items include:

- *Responses from citizen members about wishes for continued service on the committee*
- *Report from Neubauer about Youth Commission notification of position action*
- *Zoning codes for Minot and Mandan to be e-mailed to committee following meeting and to be included in next agenda packet with the sample Minot landscaping ordinance*
- *Staff to be assigned by Neubauer to research minimal residential yard covering requirements from other cities and report at next meeting.*
- *Bullinger to research existing code about animal sanitation – waste and disposal of dead body.*
- *Return to discussion on committee voting rights and quorum.*

E. Future Meetings: (2nd Thursday of Month, 7:30 a.m. – 9:00 a.m.)

1. Thursday, June 12, 2014
2. Thursday, July 10, 2014

F. Adjourn