

---

The Mandan City Commission met in regular session at 5:30 p.m. on April 16, 2013 in the Ed “Bosh” Froehlich Room at City Hall, Mandan, North Dakota. Commissioners present were Van Beek, Tibke, Rohr, and Braun. Department Heads present were Finance Director Welch, Police Chief Bullinger, City Attorney Brown, City Administrator Neubauer, Director of Public Works Wright, Fire Chief Nardello, Business Development and Communications Director Huber, Engineering Project Manager Fettig, and Building Official Lalim. Absent: Commissioner Frank.

B. APPROVAL OF AGENDA: Commissioner Rohr motioned to approve the Agenda as presented. Commissioner Braun seconded the motion. The motion received unanimous approval of the members present. The motion passed.

C. PUBLIC COMMUNICATIONS:

D. MINUTES:

1. *Consider approval of the following minutes from the Board of City Commission meeting held on April 2, 2013 Regular Board Meeting and April 11, 2013, Special Board Meeting.* Commissioner Tibke moved to approve the minutes from the Board of City Commission meeting held on April 2, 2013 Regular Board Meeting and April 11, 2013, Special Board Meeting. Commissioner Rohr seconded the motion. The motion received unanimous approval of the members present. The motion passed.

E. PUBLIC HEARING:

1. *Consider approving Vacation of Pedestrian Access Easement between Lots 14 & 15 Block 1 Hoovestol's 1<sup>st</sup> Addition. (See Resolutions and Ordinances No. 2).* Engineering Project Manager Fettig reviewed with the Board a request for the vacation of a Pedestrian Access Easement which was brought forward by a property land owner in that area who requested the vacation of the easement. Fettig stated she was not sure what purpose the easement served. It was platted considerable years ago, but it might have been done because of Adobe Trail that runs along the front side of these lots. Possibly as a shortcut to 6<sup>th</sup> Avenue.

Mayor Van Beek announced this is a public hearing and asked for comments from the public. A second announcement was made to come forward to speak for or against the Vacation of Pedestrian Access Easement between Lots 14 & 15 Block 1 Hoovestol's 1<sup>st</sup> Addition. Hearing none, this portion of the public hearing was closed. (See Resolutions and Ordinances No. 2)

F. BIDS:

G. CONSENT AGENDA

1. *Consider approval of monthly bills.* POST BOARD - 25.00; MONTANA-DAKOTA UTILITIES - 21,833.56; ADVANCED ENGINEERING SVC - 25,848.97; ALBRECHT/KENNETH - 9.00; AT & T MOBILITY - 434.74; BIS-MAN CONVTN & VISITOR - 6,407.08; BIS-MDN TRANSIT BOARD - 30,832.74; BISMARCK TRIBUNE/THE - 831.20; C & H GLASS COMPANY - 75.00; CBI

---

BUSINESS SERVICES - 6,717.25; CITY AIR MECHANICAL INC - 332.00; CITY OF BISMARCK - 1,430.36; D & E SUPPLY COMPANY INC - 37.14; DIRK PLUMBING & HEATING - 332.07; ELECTRONIC COMMUNICATION - 85.00; FACTORY MOTOR PARTS COMP - 139.99; FERGUSON WATERWORKS #251 - 760.15; FRIESZ/DUANE - 9.00; GEORGE STROH TRUCKING IN - 385.00; GRAY OIL COMPANY - 429.36; GRAYMONT CAPITAL INC - 12,155.24; GROSS/DAVID - 19.00; HAWKINS INC - 1,070.00; HIMMELSPACH/MARY - 0.00; HIRSCH FLORIST INC. - 55.00; HOBBS INC - 288.75; HUB INTERNATIONAL OF ND - 1,956.00; INTERSTATE POWERSYSTEMS - 74.46; KADRMAS, LEE & JACKSON, - 9,291.53; KAPPELLA/LUKE - 285.40; KOCH/BARRY - 26.13; KUPPER CHEVROLET INC - 247.96; LILLIS ELECTRIC INC. - 717.25; LOCATORS & SUPPLIES - 206.02; LPT IMAGES - 195.00; MANDAN AIRPORT AUTHORITY - 61,665.98; MANDAN NEWS - 33.00; MANDAN PARK BOARD - 200.00; MANDAN PROGRESS ORGANIZATION - 420.00; MILLER/CASEY - 1,259.97; MORTON COUNTY AUDITOR - 8,738.43; MORTON MANDAN PUBLIC LIB - 121,256.95; MVTL LABORATORIES, INC - 56.00; ND FIREMENS ASSOCIATION - 273.71; ND PUBLIC SVC COMMISSION - 171.00; NEWTON/SCOTT & ROMA - 375.00; NORTHERN IMPROVEMENT CO - 17,006.19; R K ELECTRIC - 130.00; RICOH PRODUCTION PRINT S - 69.19; RIGGING & TOOLS INC - 603.40; SIMPLEXGRINNELL - 591.50; SRF CONSULTING GROUP - 911.59; STANTEC CONSULTING SERVICES - 14,589.00; STARION BOND SERVICES - 8,590,562.85; STEIN'S INC - 480.30; TACTICAL TECHNOLOGIES INC - 122.00; TOMAN ENGINEERING CO - 19,123.70; UNICOM - 585.00; UNITED PRINTING INC - 429.59; US BANK - 25.80; VERIZON WIRELESS SERVICE - 240.14; WOODMANSEES INC - 6.49; WORKFORCE SAFETY & INSURANCE - 180.20; MONTANA-DAKOTA UTILITIES - 34,329.10; AT & T - 663.26; CENTURYLINK - 5,875.54; AT & T MOBILITY - 18.42; BALABAN LAW OFFICE - 1,500.00; CEDAR SOIL CONSERVATION - 75.00; CENTURYLINK - 147.88; DAKOTA MEDIA ACCESS - 6,658.08; FBS INDUSTRIES - 463.00; FORT DEARBORN LIFE - 450.62; GLASS/THOMAS J. - 1,500.00; HIMMELSPACH/STEVE - 575.66; KELSCH KELSCH RUFF & KRA - 4,000.00; LALIM/DOUGLAS - 266.68; ND PERS - 82,191.16; POSTMASTER - 2,300.00; WEHRI/RADEANNA - 1,700.00; MANDAN MUNICIPAL COURT - 300.00; A & B PIZZA INC. - 99.27; ACME ELECTRIC - 9.47; ACTION CLEANING SERVICE - 2,142.00; ADVANCED BUSINESS METHOD - 145.04; ADVANCED ENGINEERING SVC - 14,668.00; AIRE MASTER OF ND - 70.00; ALUMINUM SPECIALTIES - 176.56; AMERICAN WELDING SUPPLIES - 24.18; AMERIPRIDE LINEN & APPAREL - 174.00; ARMSTRONG SANIT & ROLL OFF - 38,770.11; ARROWHEAD CLEANERS & LAUNDRY - 646.20; BERUBE/BRIAN - 5.00; BILL BARTH FORD INC - 90.72; BIS-MAN SEPTIC SERVICE LLC - 150.00; BIS-MDN TRANSIT BOARD - 1,252.46; BISMARCK TRIBUNE/NEWS - 1,844.82; BORDER STATES INDUSTRIES - 80.25; BOWERS EXCAVATING, LLC - 600.00; BROWN & SAENGER, INC. - 1,050.52; BROWN/MALCOLM H. - 4,500.00; BUTCHER BLOCK MEATS - 12.72; BUTLER MACHINERY COMPANY - 2,847.30; CALIFORNIA CONTRACTORS SUPPLY - 231.00; CBI BUSINESS SERVICES - 6,767.25; CENEX- FUOC BISMARCK-MAN - 82.29; CENTRAL DAKOTA FORENSIC - 80.00; CENTURYLINK - 1,713.12; CITY AIR MECHANICAL INC - 418.00; CITY OF BISMARCK - 818.00; CITY OF MANDAN -

---

281.60; COLE PAPERS INC - 476.31; COMPUTER PROFESS UNLIMIT - 83.00; CUSTER DISTRICT HEALTH U - 1,014.17; D & E SUPPLY COMPANY INC - 299.17; DAKOTA AWARDS INC - 28.50; DAKOTA COMMUNICATION SVC - 3,234.20; DAKOTA STAFFING SOLUTION - 303.00; DAKOTA SUPPLY GROUP - 7,034.88; DAN'S SUPERMARKET - 360.62; DIRK PLUMBING & HEATING - 770.88; EDND - 125.00; EMERGENCY REPORTING - 1,548.00; ENTERPRISE SOLUTIONS INC - 4,250.00; ENVIRONMENTAL RESOURCE A - 502.77; FACTORY MOTOR PARTS COMP - 210.04; FAHRNI/TODD - 219.79; FASTENAL COMPANY/THE - 580.70; FEDERAL EXPRESS - 43.73; FERGUSON ENTERPRISES, IN - 88.23; FETZER ELECTRIC, LLC - 160.57; FIRE SAFETY USA - 260.00; FRED PRYOR SEMINARS - 128.00; GEIGER SMALL ENGINE - 231.65; GLENCOE GUN CLUB - 700.00; GOSCOMA - 200.00; GRAY OIL COMPANY - 1,858.24; GREAT PLAINS SECURITY SY - 2,510.00; HACH COMPANY - 1,047.22; HAWKINS INC - 9,798.23; HEDAHL'S OF MANDAN INC - 931.21; HEIMAN FIRE EQUIPMENT IN - 2,629.00; HEWLETT-PACKARD COMPANY - 12,819.86; HOPFAUF CUSTOM BUILDERS - 468.00; INFORMATION TECHNOLOGY D - 1,508.37; INFRATECH INC - 900.00; INTERGOVERNMENTAL SHOP - 12,795.00; INTERSTATE ALL BATTERY C - 235.89; ISAKSON/CHARLES - 60.00; JERRY'S VACUUM CENTER IN - 141.65; KADRMAS, LEE & JACKSON, - 36,096.29; KELLER MACHINE - 36.00; KOSTELECKY/EVE - 511.50; LACAL EQUIPMENT INC - 669.36; LOCATORS & SUPPLIES - 64.85; MANDAN AIRPORT AUTHORITY - 2,505.24; MANDAN FIRE DEPARTMENT - 583.33; MANDAN KIWANIS CLUB - 355.00; MANDAN MUNICIPAL COURT - 845.00; MANDAN NEWS - 33.00; MANDAN NW PIPE FITTINGS - 53.39; MANDAN PARK BOARD - 1,400.00; MANDAN PROGRESS ORGANIZA - 350.00; MANDAN TIRE CENTER - 1,090.36; MARSHALL LUMBER COMPANY - 79.84; METRO AREA AMBULANCE SER - 453.39; MID AMERICA STEEL INC - 5,025.00; MIDCONTINENT COMMUNICATI - 428.85; MILLER/CASEY - 999.90; MISSOURI VALLEY PETROLEU - 6,254.92; MISSOURI WEST WATER SYST - 47.71; MOR-GRAN-SOU ELECTRIC CO - 9,916.18; MORTON COUNTY AUDITOR - 2,599.42; MORTON MANDAN PUBLIC LIB - 17,726.52; MVTL LABORATORIES, INC - 21.00; NALCO CHEMICAL CO - 1,402.96; NAPA AUTO PARTS - 105.05; NCRAAO - 780.00; NDACO RESOURCES GROUP - 1,288.82; NDSU - 350.00; NELSON LEASING INC DBA - 124.74; NORTHERN PLAINS PLUMB & - 115.88; O'REILLY AUTOMOTIVE, INC - 102.62; ONE CALL CONCEPT INC - 57.50; PAHLKE STEEL, INC. - 139.15; PIZZA RANCH - 194.35; PRAXAIR - 26.27; PRESORT PLUS - 753.69; PRINT ON IT - 64.50; PRO FORMS - 103.39; QUALITY PRINTING SERVICE - 41.00; QUALITY SERVICE - 56.00; R AND F LDSCPNG & HAULIN - 332.50; RADIATOR & AC WAREHOUSE - 165.49; RATH/JAMIE - 9.00; RED WING SHOE STORE - 137.70; RIGGING & TOOLS INC - 44.00; RUNNING'S SUPPLY INC - 679.68; SCHANTZ/ERICK - 9.00; SCHLOSSER EXCAVATING INC - 1,040.00; SEVERIN, RINGSAK & MORRO - 360.00; SIMPLEXGRINNELL - 489.50; SPARTAN ERV - 189,918.00; SRF CONSULTING GROUP - 390.15; STARION BOND SERVICES - 1,800.00; SWANSTON EQUIPMENT CORPO - 1,069.90; TITAN MACHINERY INC - 2,675.23; UNIFORM CENTER & EMBROID - 225.35; UNITED PRINTING INC - 1,617.35; VERIZON WIRELESS SERVICE - 2,108.13; WASTE MANAGEMENT OF ND, -

- 
- 21,930.37; WATER ENVIRONMENT FEDERA - 62.00; WATER SMITH, INC - 5,185.90; WD LARSON COMPANIES LTD, - 1,467.77; WELLS FARGO REMITTANCE C - 14,937.56; WESCO DISTRIBUTION INC - 1,200.00; WOODMANSEES INC - 559.13; WORKFORCE SAFETY & INSUR - 69.80;
2. *Consider approving the amended Engineer's Estimate and the revised advertisement for bids for Sidewalk Improvement Project 2013-03.*
  3. *Consider approval of beer garden street dance application for May 11, June 22, July 20, August 17 and September 21, 2013 pending staff recommendation.*
  4. *Consider approval of annual Liquor License, Special B Liquor Permit and Special Sunday Permit for Dacotah Speedway from May 1, 2013 through October 30, 2013.*
  5. *Consider approval of Site Authorization for Abate of ND at the Hideaway Bar from July 1, 2013 through June 30, 2014.*
  6. *Consider approval of the following Site Authorizations:*
    - i. *American Foundation for Wildlife at the Lakewood Bar and Grill from July 1, 2013 through June 30, 2014.*
    - ii. *American Foundation for Wildlife at the Last Call Bar from July 1, 2013 through June 30, 2014.*
  7. *Consider proclamation designating May 3, 2013 as Arbor Day in the City of Mandan.*
  8. *Consider the following abatements/exemptions: (i) Disabled Veteran's exemption – Gary Koth (ii) Homestead Credit Exemption – Joyce Gustafson.*
  9. *Consider for approval the request to sell the 1981 Brush Truck by the Public Works Department.*

Commissioner Tibke moved to approve the Consent Agenda as presented. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

H. OLD BUSINESS:

I. NEW BUSINESS:

1. *Consider appointment of Jackie Bair to the MMPL Board of Trustees.* Kelly Steckler, MMPL Director, presented a request at the recommendation of the Board of Trustees to appoint Jackie Bair as a trustee on the Morton Mandan Public Library Board of Trustees to complete a vacant term ending June 2015. Steckler stated that both the City and County Commissions are required to approve the appointment. Ms. Bair stated that she has worked with the Bookmobile for 4 years and that she has a special interest in providing additional services at the MMPL.

Commissioner Rohr moved to approve the appointment of Jackie Bair to the MMPL Board of Trustees to complete a vacant term ending June 2015. Commissioner Tibke seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

---

2. *Introduction of new employees:* (i) Richard Barta introduced the new City Assessor and Building Official - Doug Lalim. Mr. Lalim came from Williston, North Dakota and has 15 years of experience in the building inspection field. He is certified in planning review and is also a building official. (ii) Director of Public Works Wright introduced Chris Webber, Utility Operator for the Utility Department. Webber is a Bismarck-Mandan native and has Power Plant Technology and Electrical Lineman schooling and has worked at MDU in the past.

Commissioner Braun commended the staff for a great job done during the last couple days regarding the snow removal considering the amount of snow that fell.

3. *Consider reactivation of Community Beautification Committee and calling for property owner involvement.* Laurie Leingang, Chair of the Mandan Tomorrow Leadership, Pride and Image Committee (LPI) presented a proposal to the Board to consider reactivating Mandan's Beautification Committee. She explained that the Mandan Tomorrow Leadership Pride and Image Committee is one of the four Mandan Tomorrow Committees that came about as a result of the City's 2009 Strategic Plan calling for a community beautification initiative. Leingang stated that a recent survey indicated that 36% of the 600 respondents thought that Mandan is an "Attractive and Desirable place to live". She mentioned that a current question posed on the City's website should help in determining if community beautification is still needed and relevant. There have not been any meetings held by the LPI for about three years. Leingang stated that the LPI is requesting the City Commission reactivate the Mandan Beautification Committee and also to strengthen that committee to have citizen representation involved.

The recommendation is to include six citizens that could be appointed to the committee. It may include some of the LPI Committee members, business representatives and general community representatives. The request would be that the City of Mandan calls for Letters of Interest from volunteers within the community that would be willing to serve. Further, she outlined that if this Beautification Committee were reactivated it could be tasked with reviewing current city ordinances and suggesting new ordinances in concert with existing municipal code. At this time she took the opportunity to address the citizens of Mandan and encouraged them to become involved in events and activities. Additional information can be obtained on the Dakota Media website at [www.freetv.org](http://www.freetv.org) to check out what sessions are available through the on-line video library. Leingang concluded her presentation with a request to move forward with the citizen/staff coordinated Beautification Committee as presented. Commissioner Rohr alluded to the importance of maintaining properties in order to attract new businesses and residents to the community.

Commissioner Rohr moved to approve the reactivation of the Community Beautification Committee and the appointment of up to six (6) citizens consisting of property owners and the business sector to serve on the Committee. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes;

---

Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

4. *Consider recommendation from Mandan Visitors Committee related to a funding request from Mandan School District MHS gym floor and bleacher replacement.* City Administrator Neubauer stated that the Mandan Visitor's Committee received a request from the Mandan Public Schools for funding assistance for the replacement of the high school gym floor and also the bleachers. The Visitor's Committee met on April 11<sup>th</sup> and recommend that \$146,000 be used for that replacement. That represents 40% of the project cost. Approximately 50% will come from the Mandan Public School District and the balance of approximately 10% is being donated by the private sector. The legal requirements are being met for use on this project. Mandan Public School officials were present to answer any questions. Dr. Mike Bitz, Mandan School Superintendent, stated that there is a Building Fund and explained that 2/3 of that fund is for long-term debt. He said there are some dollars available but there are also eight buildings to maintain. The gym floor replacement has been talked about for quite some time but it was not a top priority. Bitz stated the School Board was approached by members of the business community with concerns about the condition of the floor and the bleachers. Commissioner Rohr commented that with the loss of accessibility to the Community Center, it was expected there would be a lack of gym-space availability so he agrees the school gym floor project should be addressed. A summary of proceeds from local events from concession sales was reviewed by Athletic Director Lorell Jungling explaining that money is used to offset costs when tournaments or other events are held in the school gym.

Also noted was that the new codes are going to require updated bleachers in regards to safety issues. The General Fund pays the costs for coaching fees and transportation for events. The gate fees and participation fees and other expenses are self-sufficient. The MAR Club donates funds to the school every year. Commissioner Braun suggested getting back to the project in regards to the bleachers. He had questions as to whether the bleachers are middle-of-the-road. Higher quality? Are they going to last a long time? Mike Bitz indicated that the bleachers will be handicap accessible and will have a front-flex row that will accommodate wheelchairs, walkers, etc. They will meet all current codes. The current bleachers were installed in the 1980's. Regarding mill levy, there are about 16 mills in the Building Fund and about 2/3 of those mills are pledged to long-term debt. Those funds cannot be used to make improvements in the building. They are used to pay off bonds. Then there is roughly \$400,000 a year to maintain the 8 buildings.

Mayor Van Beek commented that the Visitor's Committee, was in favor of updating of the gym floor and the bleachers. All members were unanimous for the project and believe it will be good for the community. Finance Director Welch stated that there is currently a cash balance of \$1 million in the Visitor's Fund.

Commissioner Braun asked what other options for funding are being considered if this request is not approved. Mr. Bitz stated that the project would not get done this year (2013) and other alternatives would have to be looked at. It is still a need. However,

---

there are not enough funds available and the project would continue to be prioritized. Commissioner Tibke pointed out that in the past when discussing the subject of attracting retail and hotels, these types of events will increase the car count and foot traffic; which in turn make it so retail businesses look at the possibilities of locating their business in Mandan.

Commissioner Tibke moved to approve the recommendation from the Mandan Visitors Committee for a grant to the Mandan School District for MHS gym floor and bleacher replacement in the amount of \$146,000. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: No; Commissioner Tibke: Yes; Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

5. *Consider application for City Infrastructure Grant funding from the Energy Impact Office, Department of ND Trust Lands. (Information forthcoming).* City Administrator Neubauer reviewed with the Board a proposal for a grant application to the Energy Infrastructure and Impact Office identified as the Water and Wastewater Systems Improvement Services Growth Areas Project. The growth area is located north of I-94 and west of the river and east of Old Red Trail. The City is experiencing residential development in that area which is cause for increased demands on the city sewer and water services. The waste water system is limited by downstream sewer system capacity on 14<sup>th</sup> Street NW. This capacity deficiency was identified in the 2012 Waste Water Master Plan. A new collection system and a new lift station were identified as selected alternates to serve the area along the major north-south corridor of Hwy 1806 adjacent to the Tesoro Refinery property. The proposed lift station is located at the intersection of ND Hwy 1806 at 38<sup>th</sup> Street Heskett Road.

Neubauer stated that normally the grants from the Energy Impact Office will go to the 19 oil and gas producing counties. Other than that, you have to make a pretty strong case that the growth that we are seeing is tied to that oil related activity. We are trying to tie the growth activity we are seeing to that occurring in the western part of the state. Neubauer stated that he would recommend applying for the grant money even though it's a long shot since we're not one of the 19 oil producing counties. But we are trying to exhaust all of our potential funding sources to have these three projects installed. In addition, he explained that typically the project would be 80% grant and 20% local. The grant scores higher if more local participation is demonstrated. The application is due on April 30, 2013. Neubauer is requesting permission to move forward with the grant request for these 3 projects.

Commissioner Braun questioned whether requesting Heskett or Tesoro to help with the costs would be an option. Neubauer replied that the application shows community support. However, he indicated those companies may be approached during negotiations on a cost-share basis of installing a water line to that new turbine. He stated that the City is looking for grant opportunities to reduce the cost to local citizens and to lower the cost for infrastructure to utility funds.

---

Commissioner Tibke moved to approve the application for City Infrastructure Grant funding from the Energy Impact Office, Department of ND Trust Lands. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

J. RESOLUTIONS AND ORDINANCES:

1. *Consider first consideration of Ordinance No. 1146. – An ordinance to create and enact Chapter 21-13 of the Mandan Code of Ordinances relating to Planned Unit Developments.* Commissioner Tibke moved to approve the first consideration of Ordinance No. 1146. – An ordinance to create and enact Chapter 21-13 of the Mandan Code of Ordinances relating to Planned Unit Developments. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.
2. *Consider Resolution approving Vacation of Pedestrian Access Easement between Lots 14 & 15 Block 1 Hoovestol's 1<sup>st</sup> Addition.* Commissioner Tibke moved to approve the Resolution approving Vacation of Pedestrian Access Easement between Lots 14 & 15 Block 1 Hoovestol's 1<sup>st</sup> Addition. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.
3. *Consider first consideration of Ordinance No. 1145 – An Ordinance to Repeal Section 04-06-10(5) of the Mandan Code of Ordinances Relating to Salary Increases Due to Change in Status.* City Administrator Neubauer stated that as part of the review of the salary study since January 1<sup>st</sup>, this request is before the Commission to repeal the current language in Title IV that talks about salaries and promotion increases. In essence if there is a grade change from one grade to the next it averages out to about a 2.5% pay increase. It has been determined that that amount is not significant enough for employees to want to advance in their careers. Consideration has been given to adopt a policy similar to Bismarck's in which there would be a provision that would include a 5% increase and then after the probationary period expires, (if all criteria are met), an additional amount up to 5% could be awarded for a possible 10% total increase in salary. Department heads have discussed this on several occasions. Pay ranges have also been compared to Bismarck's pay scale. He stated there are 9 employees that should have pay adjustments retro to the 1<sup>st</sup> pay period beginning in January 2013 and moving them forward. Neubauer summarized pay grade levels currently in effect and how the revised plan would allow for more flexibility and fairness to long-term employees. Commissioner Braun voiced concern about a more detailed type of document to review to help him better understand the scenarios Neubauer presented. Commissioner Tibke recommended the Commissioners review the plan being presented before the second consideration is held and to bring any questions at that time.

Commissioner Tibke moved to approve the first consideration of Ordinance No. 1145 – An Ordinance to Repeal Section 04-06-10(5) of the Mandan Code of Ordinances Relating

---

to Salary Increases Due to Change in Status. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Absent; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

K. OTHER BUSINESS

1. *Reminder of Spring Clean-Up Week*; Director of Public Works Wright said that April 29 thru May 4 are the tentative dates set for cleanup. Bismarck has not made any decision as to their clean-up dates at this time. We usually try to do them at the same time as Bismarck so there's no confusion. He indicated that the final decision will be based on the snow melt. Wright stated that the main point of spring cleanup is to get rid of bulky items. No tires, branches, leaves, or trees. Appliances and TVs are typical items picked up at the curb. The Landfill will be open during Spring Clean-Up week for 8 hours free of charge for Mandan residents; as well as 8 hours, (instead of the usual ½ day), on Saturday April 27<sup>th</sup> and Saturday May 4<sup>th</sup>. There is a disposal fee for tires. This information is available on the City website.

2. *Update on Snow Removal Progress*: Director of Public Works Wright provided an update on the recent snowstorm snow removal that will start on April 17, 2013, at 1:00 a.m. and will be completed at approximately 1:00 p.m. He reported there are nine snowplows in operation. One is down for repair. Residential areas will be completed at the end of the shift on Wednesday. Updated information is posted on the City website. Mayor Van Beek extended a thank you to Public Works for the hard work spent on the snow removal project.

There being no further actions to come before the Board of City Commissioners, Commissioner Tibke moved to adjourn the meeting at 6:50 p.m. The motion received unanimous approval of the members present. The motion passed.

/s/ James Neubauer

James Neubauer,  
City Administrator

/s/ Arlyn Van Beek

Arlyn Van Beek,  
President, Board of City  
Commissioners