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The Mandan City Commission met in regular session at 5:30 p.m. on March 3, 2015 in the Ed “Bosh” Froehlich Room at City Hall, Mandan, North Dakota. Commissioners present were Van Beek, Tibke, Rohr, Laber, and Braun. Department Heads present were Finance Director Welch, Police Chief Bullinger, City Attorney Brown, City Administrator Neubauer, Fire Chief Nardello, Business Development & Communications Director Huber, Planning & Engineering Director Froseth, Planner Decker, Assessor Shaw, and Building Official Lalim. Absent: Director of Public Works Wright.

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

C. PUBLIC COMMUNICATIONS: Mayor Van Beek invited anyone to come forward to address items on the Agenda excluding public hearings. Hearing none, this portion of the Public Communications forum was closed.

D. MINUTES:

1. *Consider approval of the following minutes from the Board of City Commission regular meeting held on February 17, 2015.* Commissioner Tibke moved to approve the minutes as presented. Commissioner Braun seconded the motion. The motion received unanimous approval of the members present. The motion passed.

E. PUBLIC HEARING:

F. BIDS:

G. CONSENT AGENDA

1. *Consider approval of the following games of chance: (i) Bobs Benefit for Kim Hatzenbuhler at the Moose Lodge on April 18, 2015; (ii) Mandan Softball Association at the Mandan Softball Complex from March 4, 2015 through June 27, 2015.*

2. *Consider amendment to SSBCI allocation agreement to simplify the reporting process.*

3. *Consider designating April 25-May 2, 2014 as “Spring Clean-Up Week in the City of Mandan.*

4. *Consider construction specifications resolution.*

5. *Consider for approval replat of Lot 21, Block 1, Bridgeview Bay Addition.*

6. *Consider amendment with Stantec to add surveying of alley ways to SID project.*

7. *Consider approval of site authorization for Abate of North Dakota at HideAway from March 4, 2015 through June 30, 2015.*

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

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## H. OLD BUSINESS:

### I. NEW BUSINESS:

1. *Introductions of New Police Department Employees: Nancy Miller – Records Technician; Craig Thomas – Car Marker.* Police Chief Bullinger introduced Nancy Miller as the newly hired Records Technician for the Police Department. He said that she is a graduate of Mandan High School and was previously employed by the Bismarck-Mandan Security Inc. firm. Police Chief Bullinger also introduced Craig Thomas as the newly hired Car Marker for the Police Department. He mentioned that he was previously employed as a driver for the Bismarck Transit System and has been a resident of Bismarck-Mandan since 2006. Mayor Van Beek welcomed the new employees to the City of Mandan.

2. *Presentation of Facility Needs Study, JLG Architects.* Scott Jordan Denny from JLG Architects presented a draft of their final report of the Facility Needs Study for the Mandan City Hall and the plans for a potential new Fire Station in Northwest Mandan. Public input meetings were held on January 27<sup>th</sup> and February 16<sup>th</sup> and preliminary findings were presented to the City Commission on February 17, 2015. This report contains the Executive Summary and Final Report for the Board's review and consideration. In summary, 4 sites have been recommended for consideration for the City Hall ranging in costs from \$5.6 million (renovations) to \$12.6 million (new building).

#### Recommendation:

- Acquire Mandan Church of Christ Property
- Build a new efficient functional City Hall (on Church acquired site)
- Maintain existing site through move-in day
- Close 2<sup>nd</sup> Avenue Northwest allowing for parking for city/county bldgs.
- Develop New Public Plaza
- Develop expanded parking facilities

Fire Station: Only one site fulfilled all the requirements for a 2.5 mile service radius location. He stated that it is recommended to build a New Fire Station Hall No. 3 at the intersection of Old Red Trail and Hillside Road. That building would include offices and living quarters and it would include two apparatus bays with future expansion to three bays. The projected cost is approximately \$2.4 million. This land is owned by the City of Mandan.

3. *Consider Amendment to North Dakota Department of Transportation Project SS-TES-1-094(107)920 (Richard M. Longfellow Veterans Park).* City Administrator Neubauer presented for consideration an Amendment to the NDDOT Project SS-TES-1-094(107)920, Longfellow Veterans Park. He explained that this amendment would allow for improvements (walkways, hard surfaces, etc.) to be made to the property which would be the responsibility of the City of Mandan with an agreement for the maintenance of the park being the responsibility of the Mandan Park District. The NDDOT would keep ownership of the staging area for future repairs and would provide the City of Mandan with a 48 hr. notice (other than at times of emergency). Administrator Neubauer stated

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that if the Amendment is approved, the City will begin planning improvements to the area with potential funding coming from the Visitor's Fund.

Commissioner Rohr moved to approve the Amendment to North Dakota Department of Transportation Project SS-TES-1-094(107)920 (Richard M. Longfellow Veterans Park). Commissioner Laber seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

4. *Consider the creation of, approval of the engineer's report, approval of feasibility report and resolution of necessity for Street Improvement District No. 199, Project No. 2014-28 (NE Downtown Area).* Planning & Engineering Director Froseth reviewed with the Board a request to create and allow for special assessments related to, and the authorization of the required documents for the requested project. He stated that city staff has determined that the street and alley surfaces within the northeast downtown area have degraded thereby necessitating repairs to the streets. A professional analysis was conducted by Dynatest Consulting Inc. in 2012. Subsequently, Stantec Engineering was hired to design a plan for this project.

A public hearing was held on February 19, 2015, with approximately 30 residents and property owners in attendance. The residents and property owners agreed that repairs on streets and alleys should be done. Director Froseth provided details of a proposed plan for street and alleyway improvements. The total cost of the project is estimated to be \$3,653,297. 91 with approximately 5% of the project being paid for by City Sales Tax and the remainder of the cost would be assessed to the benefitting properties. He stated that the next step is the creation of the district, approval of the feasibility report and approval of a resolution of the necessity for the project. He provided a timeline of events for the project with June 2015 as the projected construction start date with completion and special assessments determined in 2016 (approximately 260-270 properties to be assessed).

Commissioner Laber moved to approve the creation of, approval of the engineer's report, approval of feasibility report and resolution of necessity for Street Improvement District No. 199, Project No. 2014-28 (NE Downtown Area). Commissioner Tibke seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

J. RESOLUTIONS AND ORDINANCES:

1. *Second consideration and final passage of Ordinance 1200 to rezone Lot 1, Block 2 Mandan Industrial Park.* Commissioner Tibke moved to approve the second consideration and final passage of Ordinance 1200 to rezone Lot 1 Block 2 Mandan Industrial Park. Commissioner Laber seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

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K. OTHER BUSINESS:

There being no further actions to come before the Board of City Commissioners, Commissioner Rohr moved to adjourn the meeting at 6:03 p.m. Commissioner Braun seconded the motion. 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