
The Mandan City Commission met in regular session at 4:00 p.m. on November 5, 2019 in the Ed “Bosh” Froehlich Room at City Hall, Mandan, North Dakota. Acting Chairman Rohr called the meeting to order in the absence of Mayor Helbling.

A. ROLL CALL:

1. *Roll Call of All City Commissioners.* Present were Commissioners Braun, Davis and Rohr. Department Heads present were, Finance Director Welch, Fire Chief Nardello, Planning & Engineering Director Froseth, Principal Planner Van Dyke, Business Development and Communications Director Huber, Police Chief Ziegler, City Administrator Neubauer, Assessor Markley, Human Resource Director Cullen, Building Official Ouradnik, Director of Public Works Bitz and Attorney Brown. Absent: Mayor Helbling and Commissioner Larson,

2. *Presentation of Employee Recognition Awards:* On behalf of the City of Mandan, Acting Chairman Rohr extended a thank you to the following employees for their years of service:

35 YEARS OF SERVICE

Karri Motl, Accounts Payable Technician

30 YEARS OF SERVICE

Scott Stromsodt, Police Lieutenant

25 YEARS OF SERVICE

Cheryl Kroh, Records Technician

Tim Meidinger, Utility Operator I

Steve Kilen, Fire Captain

20 YEARS OF SERVICE

Adam Mork, Firefighter

15 YEARS OF SERVICE

DeNae Kautzmann, Municipal Judge

Jason Bier, Deputy Police Chief

Shane Weltikol, Fire Captain

10 YEARS OF SERVICE

Matthew Hennessy, Firefighter

Joshua Hoffer, Firefighter

Jared Gregor Firefighter

Kayla Steinwand, Library Page

Rick Widicker, Police Lieutenant

5 YEARS OF SERVICE

Sam Buckley, Grounds Maintenance

Miles Ean, Firefighter

Belinda Neibel, Outreach Services Librarian

Krissy Pfeifer, Assistant Finance Director

Tricia Schmeichel, Police Officer

Scott Warzecha, Police Officer

B. APPROVAL OF AGENDA:

Commissioner Braun moved to approve the Agenda. Commissioner Davis seconded the motion. The motion received unanimous approval of the members present.

C. MINUTES:

1. *Consider approval of the minutes from the October 15, 2019 Board of City Commission regular meeting.* Commissioner Davis moved to approve the minutes as presented. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

D. PUBLIC HEARING:

1. *Consider approval of the first consideration of Ordinance 1328 related to a zoning district amendment from R7 Residential to MB Industrial for a portion of property in the SW ¼ of Section 29, Township 139N, Range 81W. (5:00PM).* City Planner Van Dyke presented a request to consider approval of the first consideration of Ordinance 1328 related to a zoning district amendment for a portion of property in the SW ¼ of Section 29, Township 139N, Range 81W. He provided a recap of this matter stating that at the October 1, 2019 Board of City Commission meeting a public hearing was held and tabled to allow the applicant's time to consult with neighboring property owners on a compromise acceptable to all concerned property owners. He reported that he has not received evidence of a compromise and therefore the original recommendation and rationale remain in place. Exhibit 6 is a letter from Jim and Charolette Sackman provided to staff on October 28, 2019 evidencing continued opposition to the rezone request. This information was presented at that meeting. The applicants are requesting to rezone their property from R-7 Residential to MB-Industrial wherein the area is largely residentially zoned. This rezone request is based on a zoning violation as a result of adjacent property owner filing complaints with the City of Mandan and Morton County for having an accumulation of vehicles stored on the premises from a wrecking operation on Mr. Pool's property. The future land use designation for the property is high-density residential. A color-coded map was presented outlining the area.

At the August 2019 meeting, the Planning and Zoning Commission voted unanimously to recommend denial of the rezone. The Engineering and Planning Department also recommend denial of the first consideration of Ordinance 1328 per Exhibit 5 based on the reasons outlined in Exhibit 4.

Acting Chairman Rohr announced this is a public hearing and invited anyone to come forward to speak for or against the first consideration of Ordinance 1328 related to a zoning district amendment from R7 Residential to MB Industrial for a portion of property in the SW ¼ of Section 29, Township 139N, Range 81W.

Wade Kincaid 4060 Sunny Drive South, Mandan came forward and stated that both he and his wife are opposed to the Ordinance. Regarding a letter dated October 3, 2019, he stated that they agree with the Planning and Zoning Commission recommendation to deny the request for zone change.

Max Voight 2270 Sunny Road South, Mandan came forward and commented that he has resided there for 40 years and when they zoned this property. He recalled that the agreement was that Ray Schaff can have two trucks there and Hartman can have two trucks there and it will be zoned residential and as soon as either of them move out it goes back to residential. That is the law on the books and he said he would like to see it enforced. He does not want the property zoned industrial. He requested the Commission to enforce the law and be fair.

Jim Sackman 2278 Sunny Road South, Mandan, came forward and referred to the letter he and the other residents signed. He reported that two days after the Planning and Zoning meeting on August 26, 2019 when Alex Pool and two others applied for a zoning change, their request was 100% denied. Two days later on August 28, 2019, Alex Pool filed a complaint against us with the Sheriff's Department. The sheriff came to our house and told us that Alex Pool accused us of harassing him by coming down the road to his house, parking near his house, taking pictures and making obscene gestures; that we yelled at him and took off in a vehicle and that we are causing him to be harassed. That is a down right lie and he knows it. On September 2, 2019, we went to the Sheriff's Department and filed a letter with them about his false accusations and our understanding is that all of you were given the Sheriff's Report and our letter so you know it's not made up. If this is on record at the Sheriff's Department that he said we did things that we absolutely did not do. If anyone needs a copy of this documentation, it will be provided. He said that he is requesting the zoning stay R7 and residential.

Cherie Mastel 4325 Sunny Side Place South, Mandan came forward and stated that she and her husband are against this Ordinance because it will cause more trouble with the neighbors and they want it to stay R7 residential. They have lived in this home for about two years.

Acting Chairman Rohr announced again that this is a public hearing and invited anyone to come forward to speak for or against the first consideration of Ordinance 1328 related to a zoning district amendment from R7 Residential to MB Industrial for a portion of property in the SW ¼ of Section 29, Township 139N, Range 81W. A third announcement was made for anyone to come forward to speak for or against the Ordinance. Hearing none, this portion of the public hearing was closed.

Commissioner Davis stated that this matter was tabled from a previous meeting in order for the neighbors to attempt to resolve the problems. He voiced concern that it is apparent that was not done and that is a concern. Acting Chairman Rohr stated that there is good representation at this meeting of the people who live in that neighborhood and their concerns should be strongly considered. Planner Van Dyke concurred that the neighbor's opposition to the Ordinance is an important component. He stated that the other concerns are outlined in Exhibit 4.

Commissioner Davis moved to deny the first consideration of Ordinance 1328 per Exhibit 5 and to leave the zoning as R7 Residential based on the reasons outlined in Exhibit 4. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Absent; Mayor Helbling: Absent. The motion passed.

Acting Chairman Rohr stated that the current stance is that the zoning of this property will remain R7 Residential zoning.

E. BIDS:

F. CONSENT AGENDA

1. *(Removed for discussion.)*

2. *Consider approval of the following abatement requests: (i) Consider reduction in 2019 value of the property at 718 W Main Street owned by Russel C Kruger; (ii) Consider reduction to the 2019 value of the property at 805 Collins Avenue owned by Gordon & Ione Eckroth (iii) Consider reduction to the 2019 value of the property at 301 4th Avenue NW owned by Joel & Kristine Winckler; (iv) Consider reduction to the 2019 value of the property at 1008 21st Street SE owned by Wilhelm & Leona Koch; (v) Consider reduction to the 2019 value of the property at 310 2nd Street NE owned by Deborah Kates; (vi) Consider reduction to the 2019 value for the property at 1372 14th Street SE owned by Tom S & Cherie L Freidt.*

3. *Consider proclaiming Nov. 30, 2019 as Small business Saturday in Mandan.*

4. *Consider providing a Flex PACE letter of support for River Partners, Inc.*

5. *Consider approving amendments to the Engineering Service agreements with AE2S for Water & Sewer System Assistance.*

Commissioner Rohr requested Consent Agenda Item No. 1 be removed for discussion.

Commissioner Braun moved to approve the Consent Agenda items No. 2 through 5 as presented.

Commissioner Davis seconded the motion. Roll call vote: Commissioner Rohr: Yes;

Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

1. *Consider approval of final plat for Meadow Ridge 4th Addition.*

Planner Van Dyke presented on the overhead, the specific location of this property. (East of the Mandan Walmart.) The request is to create four lots and further divide the property into eight lots for the construction of twin homes in this area. The request is to plan for the final plat and that all the analysis has been conducted to make sure it is ready for required signatures and finalization of the plots. Any run off will be consistent with requirements that are in place.

Loretta Landeis a Mandan resident who lives at 2901 Highway 1806 came forward to speak and stated she is representing herself and Tom Landeis, her husband. She referred to the September 3, 2019 City Commission meeting wherein there was discussion as to where the storm water was going to go. She recalls it was stated it was going to go east. She did visit with the engineer afterwards and the storm water may go east for a while and then it goes down and comes across her private property where there are no easements and no infrastructure. (*See: Loretta Landeis testimony given at the City Commission meeting on September 3, 2019 @ pages 6-7.*) She stated that the water does not go into different water shed. The water comes down and goes to their property in Meadow Ridge 4. She requested everyone to come out and recheck that.

Acting Chairman Rohr commented that 27th street that runs east and west and to the south of 27th Street – how much of that water from Meadow Ridge 4 would be going to the north of 27th street?

Planning and Engineering Director Froseth stated that the consultant engineer who is knowledgeable about this area is present to answer questions. This area was under the storm water management plan that was developed for this area as to the property that is adjacent to this street so it was accounted for years ago under that storm water management plan.

Abe Ulmer, an engineer with Toman Engineering came forward and explained that there is a split in the water way and there are two separate storm water ponds on the Meadow Ridge property. At 7th Avenue Northwest, the water on the west goes north along 7th Avenue to an existing pond on the northwest corner of the property and that continues to flow north and goes to the Landeis property. Everything else on Meadow Ridge 4th to the east of 7th Avenue flows down 6th Avenue and flows north to an existing pond next to the apartments. That takes the 27th Street ditch over to 1806 and flows north to the Landeis property.

Acting Chairman Rohr stated his question was whether or not it remains on the north side or the south side but according to Ulmer's description the water does stay to the south of 27th and then crosses over. Ulmer stated the east water shed goes through the pond and stays on the south side of 27th. The west portion does cross 27th with a culvert in line with 7th Avenue.

Acting Chairman Rohr commented that any forwarding developments in this area, the water would likely go to the east end and remains on the south side. Ulmer stated that as there is development to the south east of 6th Avenue with the Meadow Ridge 5th that we went through with the preliminary plat – that will go to the east. Everything that hits 6th Avenue will go north along 6th Avenue.

Acting Chairman Rohr stated that the problematic area for the Landeis' is at the corner of 8th Avenue and 27th Avenue where the retention pond is located that goes over to the north on 27th to that water way in that section of the land.

Commissioner Braun inquired of Ulmer, that the retention pond that services the west part of this 4th Addition and the eastern part goes through the retention pond on the south side of 27th but basically that water flows over to 1806. It doesn't cross a culvert to the opposite side but it stays on the Mandan side and then flows up to the Landeis' property. Is that correct? Ulmer replied that it flows north along 1806 right of way, in the ditch on the west side.

Commissioner Braun clarified that all of the water is flowing into that same area on the Landeis property and it is clear that we go back to the same issue that we haven't fixed yet. How are we going to fix that? How can this be mitigated? This has been in discussion for over two years and he suggested this problem be fixed. There is a retention pond and even though everything has been done, legal-wise, the water still flows to that central point.

Acting Chairman Rohr commented that if there will be more development in this area, it will follow that pattern of flow. Commissioner Braun stated that the water is not going under 1806, it stays on the west side and it all flows to that area where a culvert was put in and we have tried to mitigate it, but he is not sure everything has been done to mitigate it substantially to prevent this from happening. If there are any more developments, there is no guarantee it will get better.

Commissioner Davis asked about any Marathon updates for bigger and faster streamflow? Director Froseth replied that he has not had any conversations with Marathon recently regarding this issue but they are mostly concerned with water quality. The quantity can have an impact on quality for the faster it runs off the more likely it is to carry pollutants and doesn't have that natural filtration however that's not necessarily the case.

Acting Chairman Rohr stated that it is possible that more developments that could go on in that area. He said the City needs to be concerned and have knowledge of what's going to happen if water goes in there to the one specific place. That needs to be addressed.

Director Froseth said that the breakpoint (as he moved his cursor the area map) is near an area as to what sheds to the north and what sheds to the south commenting that he does not have watershed maps available today but there is watershed map information in the master Storm Water Management plan that shows the size of this watershed and the exact boundaries. The watershed map from predevelopment of this area shows that too and they are surely getting more volume because of the development. The storm water ordinance requires that water flow, that volume over time, that's does not increase so the water level does not increase and it does not increase the impact area any more than what was impacted before. You have to concede that when restricting the flows while also increasing the volume, something has to give. The time is longer that it's released from the watershed is the how the flow restriction is accomplished. The time that it flows through is longer after the development and by Ordinance that is perfectly fine because you are restricting so that the flows don't increase so you're not raising the water level in any certain event. That's a general overview of the storm water management Ordinance aims to do.

Acting Chair Rohr stated that the City Commission depends on the Engineering Department and the associated companies to keep on top of this especially if development goes there and considering the current situation that needs development to take into consideration how this affects others in the surrounding area.

Loretta Landeis stated that with all the holding pond slowing the water down doesn't make any difference as far as the destruction that it is doing to private property. She wanted something done.

Acting Chairman Rohr stated that this is a complex problem that has been going on for decades and it is something that will not be resolved with this one development now. He said this will continue to be worked on and attempts will be made to address the problem in the best possible manner.

Commissioner Davis moved to approve the final plat for Meadow Ridge 4th Addition as presented in Exhibit 1. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

G. OLD BUSINESS:

1. *Consider counteroffer for Lot 1A, Block 1, Roughrider Estate Pioneer Replat.*

City Planner Van Dyke presented a counteroffer for the purchase of Lot 1A, Block 1, Roughrider Estates Pioneer Replat. He said that Geoffrey S Pitman provided another counter offer in the amount of \$433.17 with the City to pay off the special assessment balance of \$443.79. The list price was \$1,000 and the original offer was \$200. In addition, it was previously determined that accepting such an offer would set a precedent to accept similar offers. He noted that this counter-offer would be lower than the original offer because of the specials. Planner Van Dyke recommended that City Commission reject this offer and to not counter-offer because it would save staff time. The Engineering and Planning recommend rejecting the counteroffer of \$433.17 for the purchase of Lot 1A, Block 1, Roughrider Estates Pioneer Replat.

Commissioner Braun moved to reject the counteroffer of a purchase price of \$433.17 for the purchase of Lot 1A, Block 1, Roughrider Estates Pioneer Replat. Commissioner Davis seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

H. NEW BUSINESS

1. *Update on activities Bismarck Mandan Chamber EDC* – Brian Ritter, President of the Bismarck-Mandan EDC presented activities that the EDC is working on currently on behalf of the City of Mandan. He reported that the economic activity in Bismarck-Mandan is very positive. He noted some of the trends that are being watched and they include sales tax collections and the on-line sales tax, restaurant revenues; creation of new jobs and increase in labor force. Most of the job openings are in healthcare. He reviewed some of the major upcoming events planned with the City of Mandan and the plans for each of them. Events discussed included the EOP Committee Business Pitch Challenge on November 12th; Continued Communication with HDR regarding impacts to businesses on the strip; Mandan Restaurant dining options (i) survey link distributed via Chamber EDC link (ii) Offered to host focus group at Chamber EDC. No formal requests or action are being requested rather this is an information presentation to keep the City of Mandan informed of the activities of the Bismarck Mandan Chamber EDC.

2. *Consider approval of Captain Freddy's Properties LLP exemption application at 2500 Pirates Loop SE, Mandan, North Dakota.* City Assessor Markley presented a request to consider a three year exemption for a remodel of a structure pursuant to North Dakota Century Code 57-02.2. She explained that Captain Freddy's is applying for a 3-year exemption for the remodel of the building located at 2500 Pirate's Loop SE. The remodel plans include expanding the kitchen, replacing the bar, a new second level deck, remodeling the bathrooms and general repairs and updating. This parcel is known as parcel #65-0182347 with a legal description of Auditor's Lot A, Lot 55 Block 1, Bridgeview Bay 1st. The value of the remodel is estimated at \$190,000. Based on that amount and the 2018 mill levy of 265 mills, the estimated exemption is \$2,520 for all taxing entities and \$595 for the City of Mandan. The actual exemption will be subject to prevailing market values and actual mill rates during the three-year exemption period.

This application has been reviewed by City Attorney Brown and the applicants are available to answer questions. Assessor Markley recommended approval of the Application for Property Tax Exemption for Improvements to Commercial & Residential Buildings North Dakota Century Code 57-02.2 located at 2500 Pirates Loop SE, Mandan, North Dakota.

Commissioner Braun moved to approve the Application for Property Tax Exemption for Improvements to Commercial & Residential Buildings North Dakota Century Code 57-02.2 located at 2500 Pirates Loop SE, Mandan, North Dakota. Commissioner Davis seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

3. *Consider approval of the NDDOT's Cost Participation and Maintenance Agreement for the Downtown Street Improvement project.* Planning and Engineering Director Froseth stated that the DOT awarded the Downtown Street Improvement project to the City of Mandan under the Urban Grant Program (UGP). This item is the next step to formalize acceptance of the funds. He explained again the UGP is a program that initialized in 2017 as part of the Governor's Main Street Initiative. Its main intent is to fund transportation projects that include items that improve the vitality of downtown districts. Director Froseth said that the City of Mandan submitted the Downtown Street Improvement project UGP application in 2018. It was the second of two consecutive rounds that the City applied for this project under the UGP. The application included many of those elements that came from the Downtown Subarea Study which was completed in 2018. The intended plan for the project was reconstruction at 1st Street from 1st Avenue West to 5th Avenue West as well as 2nd - 5th Avenues West from Main Street to 2nd Street. In March of 2019 the City was notified of the award by the DOT for the project to go forward in the 2021 program year. The NDDOT award is for \$2.4 million of the requested \$3.2 million. This is a partial award but is a significant amount. The amount awarded is the second largest (about \$34,000 behind the largest) amount the program has been awarded to date of several applications submitted.

Director Froseth stated that the City Commission moved to accept this award in April 2019, shortly after notification of approval from the NDDOT. This is a request to execute the Cost Participation Management (CPM) which is the next step in formalizing the acceptance. It is requested by the DOT to be completed before the City can launch into the planning and engineering of the project. The CPM is a required document for all of the NDDOT cooperative projects. It outlines the roles and responsibilities of each entity in order for the City to receive the federal funding to construct the project.

Director Froseth then presented an updated estimate for the project at approximately \$5.2 million stating that does not include the water main replacement that the City would plan to do in conjunction to replace old and undersized water main. The City of Mandan's local share would be about \$2.8 million. Under the typical local cost allocation formula for federal funding assisted projects the City would pay for that local share by 50% with a local street improvement district that would be 25% with citywide property taxes and 25% by the City Sales Tax Fund. The water main replacement is estimated to cost about \$800,000, which will come from the Utility Fund.

If the district is created similar to other past projects by including areas half-way to the next nearest collector road the average per lot assessment as currently estimated would be about \$4,000 for each parcel in the district. The Planning and Engineering Department believes that to be most fair at this time, but there will be an optional public involvement meeting scheduled in the spring of 2020 to gather feedback from the property owners before formally bringing the

district boundary to the City Commission for approval. The project is anticipated to start in 2021. The City Attorney has reviewed this documentation and has no issues with the CPM Agreement.

Commissioner Braun moved to approve the Cost Participation Agreement with the NDDOT for the Downtown Street Improvement project. Commissioner Davis seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

4. *Consider approval of advertisement of a Request for Proposal (RFP) for the Downtown Street Improvement Project.* Planning & Engineering Director Froseth presented a request to consider approving the advertisement of a Request for Proposals (RFP) for the Downtown Street Improvement District, #217. He explained that the Urban Grant Program has dedicated about \$2.4 million towards the Downtown Street Improvement project. He said that the planning and design of this project is going to be a huge undertaking in which the Engineering Department needs a consultant engineer to partner with in early 2020. In order to move forward with the Planning and Engineering part of this project, Director Froseth recommended advertising this RFP to start a selection process for a consulting engineer to lead the design of this district.

Commissioner Braun moved to approve the advertisement of a Request for Proposal (RFP) for the Downtown Street Improvement District #217. Commissioner Davis seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

I. RESOLUTIONS AND ORDINANCES

1. *Consider introduction and first consideration of Ordinance 1329 to amend and re-enact Section 18-1-7, Possession of Marijuana, and Section 18-1-8, Drug Paraphernalia (Marijuana).* Attorney Brown stated that this Ordinance 1329 is being amended in order to comply with state law. The 2019 ND Legislative Session enacted a number of changes to laws pertaining to possession of marijuana and the possession of drug paraphernalia relating to marijuana. This Ordinance amends the Mandan Code of Ordinances to comply with the changes made by the legislature. He recommended approval of Ordinance 1329 as presented.

Commissioner Braun moved to approve the first consideration of Ordinance 1329 to amend and re-enact Section 18-1-7, Possession of Marijuana and Section 18-1-8, drug paraphernalia (Marijuana) and Section 18-1-8, Drug Paraphernalia (Marijuana) of the Mandan Code of Ordinances. Commissioner Davis seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

2. *Consider approval of the second and final consideration of Ordinance 1313 related to the annexation and zone change for proposed Evergreen Heights 3rd Addition.* City Planner Van Dyke recommended approval of the second and final consideration of Ordinance 1313. This area is for a rezone and annexation into the City and the plat was previously approved previously. He reported that there have been no comments received since the presentation of the first consideration.

Commissioner Davis moved to approve the second and final consideration of Ordinance 1313 related to the annexation and zone change for proposed Evergreen Heights 3rd Addition.

Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Davis: Yes; Commissioner Larson: Absent; Commissioner Braun: Yes; Mayor Helbling: Absent. The motion passed.

J. OTHER BUSINESS:

1. Finance Director Welch provided an update on behalf of the City's Utility Billing department. The City completed the conversion to a new utility billing system with services through National Information Solutions Cooperative. NISC is an information technology company with offices located in Mandan. Customers will receive the first new billing statement in the mail next week. An insert will provide information about how to read their new bill and also how to register their *SmartHub* Account (Web). *SmartHub* is an online portal and mobile app where customers can monitor usage, see utility billing statements, pay their bill and set up recurring payments with a bank account or credit card. An upcoming feature will allow users to monitor usage on a daily basis. Since going live yesterday, approximately 125 customers have registered to *SmartHub* and that number will increase after customers receive their new utility bill. The City is offering a one-time \$10 credit on the utility bill to account holders who sign up for both *SmartHub* and electronic bills (eBills). Customers signing up for both services between November 4, 2019 and January 31, 2020 will receive the credit on their next utility billing statement. As more customers use eBills, the City will reduce its costs for printing and mailing monthly bills to approximately 7,500 accounts. A variety of new bill payment options, in addition to traditional payment methods, are available. Paying the utility bill now is as easy as visiting cityofmandan.com and clicking on the "Pay Utility Bill" icon on the top right corner of your desktop, or by visiting cityofmandan.com/payments. Frequently asked questions can also be found on City's website. Customer account numbers have changed with the conversion. New numbers will be noted on their November billing statement. Customers may also email water@cityofmandan.com or call 667-3219 to receive their new account number. Customers are also encouraged to visit cityofmandan.com/utilitybilling for more information.

K. ADJOURNMENT:

There being no other business to come before the Board, Commissioner Davis motioned to adjourn the meeting at 5:37 pm. Commissioner Braun seconded the motion. The motion received unanimous approval of the members present.

s/s Jim Neubauer

James Neubauer
City Administrator

s/s Dennis Rohr

Acting Chairman Rohr, Vice President
Board of City Commissioners