

The Mandan City Commission met in regular session at 5:00 p.m. on January 17, 2023 in the Ed “Bosh” Froehlich Meeting Room at City Hall, Mandan, North Dakota. Mayor Helbling called the meeting to order.

A. ROLL CALL

1. *Roll Call of all City Commissioner.* Those present were Mayor Helbling and Commissioners Braun, Camisa, Olson, and Rohr. Department heads present were City Administrator Neubauer, Principal Planner Stromme, Finance Director Welch, Assessor Markley, Building Official Singer, Public Works Director Bitz, Planning and Engineering Director Froseth, Human Resource Director Cullen, Deputy Police Chief Flaten, Business Development & Communications Director Cermak, Fire Chief Nardello, Water Treatment Plant Superintendent Friesz and City Attorney Oster.

2. *Introduction of Madison Cermak, Business Development & Communications Director.*

B. ARRROVAL OF AGENDA

C. MINUTES

1. *Consider approval of the minutes from the January 3, 2023 Board of City Commission Regular Meeting.* Commissioner Braun moved and Commissioner Camisa seconded to approve the minutes as presented. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

D. PUBLIC HEARING

1. *Consider Dangerous Building at 1310 2nd St NE, Mandan.* Building Official Singer presented the information on the property. Mayor Helbling opened the public hearing and invited the public to come forward to comment. A second and third invitation was given. Hearing no further comments, the public hearing was closed. Commissioner Braun moved and Commissioner Camisa seconded to declare the property at 1310 2nd St NE Mandan, ND a Dangerous Building in accordance with Article 9 Section 111-9-1 of the Mandan Municipal code and order the home to be demolished at the cost of the homeowner. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

2. *Consider variance from Section 105-1-6 of the City Code of Ordinances related to automobile parking (off-street parking) for Mandan Retail and Coffee Shop.* Principal Planner Stromme gave a brief overview of the request for a variance of code. Mayor Helbling opened the public hearing and invited the public to come forward to comment. A second and third invitation was given. Hearing no further comments, the public hearing was closed. Commissioner Rohr moved and Commissioner Braun seconded to approve the variance from Section 105-1-6 (a) (5&9) – Automobile Parking, Off Street Parking for Retail and Restaurant uses for Mandan Retail and Coffee Shop. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

E. BIDS

1. *Consider a rejection of bids from both Strata Corporation and Northern Improvement Company for the 8th Avenue NW (Old Red Trail to 24th Street) project.* Planning and Engineering Director Froseth explained the bid process and recommended denial of the bids. Commissioner Camisa moved and Commissioner Braun seconded to reject bids from Strata Corporation and Northern Improvement Company for the 8th Avenue NW Street Improvement Project. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

F. CONSENT AGENDA

1. *Consider approval of monthly bills*
2. *Consider Abatements*
 - i. *2022 Veteran Credit Abatement for Robert R. Stotz*
 - ii. *Randy Rhone Abatement Application Vacant Lot NW ¼ SE ¼ 34-139-81*
3. *Consider extension of Special Use Permit for Mandan Retail and Coffee Shop*
4. *Consider approval of a Gaming Site Authorization for the Mule Deer Foundation for a raffle on February 11, 2023*
5. *Consider approval of the following Local Gaming Permits:*
 - i. *Women of the Moose for a raffle on April 22, 2023*
 - ii. *Law Enforcement Administrative Support for a raffle on February 18, 2023*
6. *Consider accepting the overtime funding from Joint Law Enforcement Operations Task Force (JLEO)/United States Marshals Service (USM) for FY2023*
7. *Consider approval of disposal of old economic development project records*
8. *Consider approval of Market Salary Adjustments for Public Works Employees*

Commissioner Camisa moved and Commissioner Rohr seconded to approve the Consent Agenda item 1 through 8 including all sub items as presented. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

G. OLD BUSINESS

H. NEW BUSINESS

1. *Consider Growth Fund Committee recommendation for Fire Sprinkler Assistance application for 200 E Main St.* Business Development & Communications Director Cermak gave an overview of the application and recommended approval. Commissioner Braun moved and Commissioner Camisa seconded to approve providing 50% matching funds not to exceed \$10,000 to be structured as a forgivable loan for installation of a fire sprinkler system at 200 E Main St.. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.
2. *Consider Minor Plat for Heart Ridge 2nd Addition, A Replat of Lot 7, Block 1 and acceptance of donated land to City.* Principal Planner Stromme gave an overview of the plat and recommended approval. Commissioner Rohr moved and Commissioner Camisa seconded to approve the minor plat for Heart Ridge 2nd Addition, A Replat of Lot 7, Block 1 and to accept the donation of land to the City of Mandan. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.
3. *Consider Selection of Consulting Firm for Mandan High School Placemaking Study.* Principal Planner Stromme gave a recommendation to approve the selection of Stantec and ICON Architects for the Placemaking Study. Commissioner Camisa moved and Commissioner Braun seconded to select Stantec and ICON Architects for the Mandan High School Placemaking Study. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.
4. *Consider the Mandan Civil Service Commission recommended committee appointment for 2023.* Human Resource Director Cullen presented the recommendation from the Civil Service Commission. Commissioner Camisa moved and Commissioner Rohr seconded to approve the appointment of Jody Skogen to a five-year term on the Civil Service Commission beginning January 17, 2023 through December 31, 2027. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

5. *Consider approval of an Urban Grant Program application for the Downtown Street Improvement District.* Commissioner Camisa moved and Commissioner Rohr seconded to approve the Urban Grant Program application for the Downtown Street Improvement District, Phases I and II as presented. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

6. *Consider approval of resolutions necessary for the creation of the City of Mandan 2023 Street Improvement District (Dianne’s and Plainview).* , Planning and Engineering Director Froseth presented the resolutions and recommended approval. Commissioner Camisa moved and Commissioner Braun seconded to approve the resolution creating the street improvement district, the engineer’s report, the feasibility report, and the resolution of necessity for the 2023 Street Improvement Project, SID 232. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

7. *Consider approval of a motion of support to collaborate with the State of ND and other local governments to pursue a state-owned CO2 storage facility.* , Planning and Engineering Director Froseth and Superintendent Friesz explained the situation and recommended support. Commissioner Camisa moved and Commissioner Braun seconded to support collaborative efforts to procure funding for a state-owned CO2 storage facility in an effort to maintain a long-term affordable and reliable source of CO2. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

I. RESOLUTIONS AND ORDINANCES

1. *First consideration of Ordinance 1421 related to adoption of the 2021 International Fire Code (IFC) with proposed amendments.* Fire Chief Nardello explained the changes in the International Fire Code and recommended approval. Commissioner Rohr moved and Commissioner Braun seconded to approve the first consideration of Ordinance 1421 to amend and re-enact Chapter 10 of the Mandan Code of Ordinances Relating to the Fire Code and adopting the 2021 International Fire Code including appendixes A, B, C, & D with recommended amendments as presented. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

2. *First consideration of Ordinance 1420 related to amending and Re-Enacting Article 2 of the Mandan Code of Ordinances relating to Building Code.* Building Official Singer explained the changes in Building Code and recommended approval. Commissioner Camisa moved and Commissioner Rohr seconded to approve the first consideration of Ordinance 1420 relating to amending and reenacting Article 2 Section 111-2-1 of the Mandan Municipal code as presented. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

J. OTHER BUSINESS

K. ADJOURNMENT

There being no other business to come before the Board, Commissioner Camisa motioned and Commissioner Braun seconded to adjourn the meeting at 6:24 p.m. The motion received unanimous approval of the members present.

/s/ James Neubauer

James Neubauer
City Administrator

/s/ Timothy Helbling

Timothy Helbling
Board of City Commissioners