

The Mandan City Commission met in regular session at 5:35 on April 18, 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, Planner Stromme, Finance Director Welch, Assessor Markley, Building Official Singer, Public Works Director Bitz, Engineering Director Froseth, Human Resource Director Cullen, Police Chief Zeigler, Business Development & Communications Director Cermak, Fire Chief Nardello and City Attorney Oster.

B. ARRROVAL OF AGENDA

C. MINUTES

1. *Consider approval of the minutes from the April 4, 2023 Board of City Commission Regular Meeting.* Commissioner Camisa moved and Commissioner Braun seconded to approve the minutes as presented. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

D. PUBLIC HEARING

1. *Consider Final Plat for Rock Prairie Estates Addition.* Planner Stromme presented the final plat. Mayor Helbling opened the public hearing and invited the public to come forward to comment. A second and third invitation for comment was given. Hearing none, the public hearing was closed. Commissioner Camisa moved and Commissioner Rohr seconded to approve the final plat for Rock Prairie Estates Addition contingent on the following: Engineering review of Stormwater Management Plan, Engineering approval of a trunk sewer petition, and A Development Agreement with City of Mandan.. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

2. *Consider Vacation of right-of-way in Big Sky Estates Addition.* Planner Stromme presented the vacation of right-of-way and recommended postponement. Mayor Helbling opened the public hearing and invited the public to come forward to comment. James Carroll, 3024 Hillside Rd, spoke against the vacation. A second and third invitation for comment was given. Hearing none, the public hearing was closed. Commissioner Camisa moved and Commissioner Braun seconded to postpone consideration of this request until the May 16th, 2023 City Commission Meeting. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

E. BIDS

1. *Consider approval of low bid for Street Improvement District #227, Unit #3.* Engineering Director Froseth gave a brief overview of the project and bid. Commissioner Camisa moved and Commissioner Braun seconded to approve award Street Improvement District 227, Unit 3 to Strata Corporation in the amount of \$655,442.30 and approve the Resolution Approving Contract and Contractor’s Bond. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

F. CONSENT AGENDA

1. *Consider approval of monthly bills*
2. *Consider proclaiming April 27, 2023 Arbor Day*
3. *Consider approval of a Local Gaming Permit for Miles of Love Dog Rescue for a raffle on August 13, 2023*

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4. *Consider Abatements*
 - i. *BMC Properties LLC*
 - ii. *Jason D Frank*
 5. *Consider approval of a Class A Liquor License for Central Station*
 6. *Consider approval of the following liquor license renewals:*
 - i. *Bis-Man Stock Car Association*
 - ii. *Bareknuckle Events*
 7. *Consider proclaiming May 15 through May 20 Spring Clean Up Week*
 8. *Consider Renaissance Zone committee recommendations:*
 - i. *Application for lease of 107 6th Ave NW by Vision Source Mandan*
 - ii. *Application for rehabilitation and lease transfer of 1301 1st St NE by Dr. Andrea Leingang*
 9. *Consider lease agreement with Lakewood Homeowners Association.*
 10. *Consider Engineering Service Agreement with SRF for Construction Engineering work related to the 19th Street Trail, Phase II project.*
 11. *Consider Minor Plat for Hopfauf 2nd Addition*
 12. *Consider Minor Plat for Northern Pacific Third Addition*
 13. *Consider the amendments to investment options within the retirement Deferred Compensation and Trust plans*

Commissioner Camisa moved and Commissioner Rohr seconded to approve the Consent Agenda item 1 through 13 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 Mandan Growth Fund Committee recommendations:*
 - i. *Application for Fire Sprinkler Assistance of 111 Collins Ave by Central Station LLC*

Business Development & Communications Director Cermak presented the Fire Sprinkler Assistance Application. Commissioner Braun moved and Commissioner Rohr 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 111 Collins Ave. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

- ii. *Application for Storefront Improvement of 200 E Main St by East Main Investments LLC*

Business Development & Communications Director Cermak presented the Storefront Improvement Application. Commissioner Braun moved and Commissioner Camisa seconded to approve the Storefront Improvement application for 200 East Main St. for up to \$34,113 in matching funds to be structured as a forgivable loan. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

- iii. *A Forgivable Loan to Send It! 24/7 Corn hole Inc.*

Business Development & Communications Director Cermak gave a brief overview of the forgivable loan and Mandan Business Pitch Challenge. Commissioner Camisa moved and Commissioner Rohr seconded to approve a \$10,000 forgivable loan to Send It! 24/7 Cornhole,

Inc. as winner of the Mandan Business Pitch Challenge contingent on continued operation in Mandan with a five-year clawback period if relocation elsewhere were to occur.. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

2. *Legislative Update* Administrator Neubauer gave an update on the legislative session. No action needed to be taken.

I. RESOLUTIONS AND ORDINANCES

J. OTHER BUSINESS

1. *Sunset Drive Interchange Public Input meeting April 20, 2023.* Planner Stromme gave reminder of the meeting subject, time, and location.

2. *Pothole Update.* Public Works Director Bitz gave an update on pothole repairs around the city.

K. ADJOURNMENT

There being no other business to come before the Board, Commissioner Camisa motioned and Commissioner Rohr seconded to adjourn the meeting at 6:30 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