

The Mandan City Commission met in regular session at 5:30 p.m. on August 15, 2023 in the Ed “Bosh” Froehlich Meeting Room at City Hall, Mandan, North Dakota. Mayor Helbling called the meeting to order.

ROLL CALL:

1. *Roll call of all City Commissioners.* Those present were Mayor Helbling and Commissioners, Camisa, Olson, and Rohr. Commissioner Braun was absent. Department heads present were City Administrator Neubauer, Finance Director Welch, Assessor Markley, Building Official Singer, Public Works Director Bitz, Interim City Engineer Wigness, Human Resource Director Cullen, Police Chief Zeigler, Business Development & Communications Director Cermak, Fire Chief Nardello, Planner Stromme and City Attorney Oster.

A. THE PLEDGE OF ALLEGIANCE

B. APPROVAL OF AGENDA:

C. MINUTES:

1. *Consider approval of the minutes from the August 1, 2023 Board of City Commission regular meeting.* Commissioner Camisa moved and Commissioner Rohr seconded to approve the minutes as presented. Roll Call vote: Aye 4, Nay 0. Absent 1. The motion passed.

D. PUBLIC HEARING:

1. *Consider approval of a variance from Section 105-3-5 (e) (2) of the City Code of Ordinances related to the R7 – Residential district side yard setback.* Planner Stromme presented the variance. Commissioner Camisa moved and Commissioner Olson seconded to approve the variance. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

2. *To consider the preliminary plat and a zone change from A – Agriculture to CC – Commercial with restrictions for Heck 2nd Addition.* Planner Stromme presented the preliminary plat and zone change. Commissioner Rohr moved and Commissioner Camisa seconded to approve. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

E. BIDS:

F. CONSENT AGENDA:

1. *Consider approval of monthly bills*

2. *Consider approval of the following special event permits:*

i. *Chevrolet of Mandan’s Military and Customer Appreciation event on Sept. 9, 2023*

ii. *Mandan Moose Back to School event on Aug. 26, 2023*

3. *Consider approval of a grant application and memorandum of understanding allowing the Mandan Police Department to apply for a grant through the N.D. Attorney General’s Office, and receive funds for the Dakota Child Advocacy Center which will be used to partially fund one forensic interviewer and one counselor for two years*

4. *Consider minor plat of Riverwood Commercial Park 4th Addition*

5. *Consider SID 223 Engineering Service Agreement Amendment*

6. *Consider the revised loan commitment letter from the Bank of ND to provide infrastructure financing for the Street Improvement District #214 (16th Street NE & 8th Avenue NE) project*

Commissioner Camisa moved and Commissioner Rohr seconded to approve the consent agenda items 1 through 6 including all sub items as presented. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

G. OLD BUSINESS:

H. NEW BUSINESS:

1. Consider introduction of potential Cigar Lounge Ordinance Language.

Planner Stromme introduced the potential Cigar Lounge Ordinance language. Brady Weaver from Western Plains Public Health made comments opposing the potential ordinance. Josette Dupree from Big Stick Cigars made comments in favor of the proposed Ordinance. Planner Stromme & Building Official Singer made comments of questions asked. Discussion was held between commissioners; however no action was taken.

2. Consider Mandan Visitor Committee recommendations for:

i. Funding assistance for a public boat ramp. Administrator Neubauer presented the funding assistance request and recommendation from the Mandan Visitors Committee. Mandan Parks & Recreation Director Cole Higlin made comments on the funding from Mandan Parks. Commissioner Camisa moved and Commissioner Olson seconded to approve. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

ii. Funding assistance for a Welcome to Mandan structure at the east end of Memorial Highway. Administrator Neubauer presented the funding assistance request and recommendation from the Visitors Committee. Commissioner Camisa moved and Commissioner Olson seconded to approve. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

3. Consider an amendment to the AE2S Agreement for Long Term Financial Planning Software. Administrator Neubauer presented the amendment to the AE2S agreement. Commissioner Camisa moved and Commissioner Rohr seconded to approve. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

I. RESOLUTIONS AND ORDINANCES:

1. Consider Financing Resolution for the following improvement districts and warrants:

i. Street Improvement District #223 (38th Avenue SE) \$676,763 Definitive Improvement Warrant, Series 2023E

ii. Street Improvement District #227 (Heck Addition) \$3,829,131 Definitive Improvement Warrant, Series 2023F

iii. Street Improvement District #225 (Plainview) \$1,609,398 Definitive Improvement Warrant, Series 2023G

Finance Director Welch presented the financing resolutions. Commissioner Rohr moved and Commissioner Camisa seconded to approve. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

2. First Consideration of Ordinance 1431, a zone change from A to CC – Commercial with Restrictions for Heck 2nd Addition. Planner Stromme presented the resolution. Commissioner Rohr moved and Commissioner Camisa seconded to approve. Roll Call vote: Aye 4, Nay 0, Absent 1. The motion passed.

J. OTHER BUSINESS:

K. ADJOURNMENT

There being no other business to come before the Board, Commissioner Camisa motioned and Commissioner Rohr seconded to adjourn the meeting at 6:42 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