

The Mandan City Commission met in regular session at 4 p.m. on November 7, 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, Finance Director Welch, Assessor Markley, Human Resource Director Cullen, Engineering Director Wigness, Deputy Police Chief Bier, Fire Chief Nardello, Building Official Singer, Public Works Director Bitz, Business Development & Communications Director Cermak, Planner Stromme and City Attorney Oster.

2. *Employee Service Awards.* The following employees were recognized during the meeting for years of service: 35 YEARS OF SERVICE: Bruce Beehler, Fire Captain; 25 YEARS OF SERVICE: Wayne Friesz, Part-time Fire Captain; Steven Nardello, Fire Chief; 15 YEARS OF SERVICE: Devon Beehler, Firefighter; Jared Hopkins, part-time Firefighter; Jason Neuberger, Police Lieutenant; Erick Schantz, Lead Water Treatment Plant Operator; Dean Schmidt, Assistant Utility Maintenance Superintendent; Jordon Sivertson, part-time Firefighter; 10 YEARS OF SERVICE: Larry Forderer, Public Works Laborer; Matthew Graves, Master Detective; Carter Hanson, Firefighter; Carolyn Reisenauer, Building Inspector; Chauntel Sullivan, Equipment Operator II; 5 YEARS OF SERVICE: Brittany Cullen, Human Resources Director; Allan Decker, Code Enforcement Supervisor; Kimberly Markley, City Assessor; Dylan McAlexander, Master Police Officer; Mary Ternes, Detective; 3 YEARS OF SERVICE: Jace Timpe, Mechanic Supervisor; Alyson Gross, Equipment Operator II; Lindsay Gerhardt, Airport Manager; Brenda Johnson, Senior Real Property Appraiser; Jacob Valleroy, Police Officer; and Benjamin Buchmiller, part-time Firefighter.

B. PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Introduction of new employees.* Finance Director Welch introduced Assistant Finance Director Justin Schulz. Building Official Singer introduced Permit Technician Johnathan Wagoner.

D. ARRROVAL OF AGENDA

E. MINUTES

1. *Consider approval of the minutes from the October 17, 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.

F. PUBLIC HEARING

1. *Consider variance from Section 105-4-2.2 (d)(3)(c) and Section 105-1-3 (4)(1)(4) of the City Code of Ordinances related to Design standards in the DF-Downtown Fringe District and codes related to Incidental Uses – Portable Shipping Containers for Lots 14 & 15, Block 24, Helmsworth-McLeans Addition.* Planner Stromme presented the variance request. 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 Rohr moved and Commissioner Braun seconded to deny the variance and waive the application fees. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

G. BIDS

H. CONSENT AGENDA

1. *Consider abatement applications: i. Dustin Krueger Veterans Credit; ii. Richard Zabka Veterans Credit*
2. *Consider Minor Plat of Weltikol Scott 1st Addition*
3. *Consider approval of a Police Department application for Marathon's Thriving Communities Grant*
4. *Consider a special event permit for Grand Lighting of Lights on Main and Santa's Arrival on Nov. 24 & 25*
5. *Consider Collins Reservoir Engineering Cost Share Agreement*
6. *Consider Highway 6 Trail Cost Share Agreement*
7. *Consider Lead Inventory Consultant Authorization*
8. *Consider authorizing Staff to apply for Building Blocks for Sustainable Communities Technical Assistance*
9. *Consideration of the 2023 Adjusted Urbanized Area Boundary*
10. *Consider changes to the Administration Administrative Assistant position and adding a Human Resource Generalist position*

Commissioner Camisa moved and Commissioner Rohr seconded to approve the Consent Agenda items 1 through 10 including all sub items as presented. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

I. OLD BUSINESS

1. *Consider Northwest Trunk Sewer Agreements and District Resolutions.* City Engineer Wigness presented the Northwest Trunk Sewer agreements and district resolutions.

Commissioner Camisa moved and Commissioner Rohr seconded to approve the resolution creating district, the resolution approving engineer's report, the resolution determining sufficiency of petition, the resolution of necessity, the feasibility report, and the developers agreement for Water and Sewer District #64, Project No. 2023-02. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed. Commissioner Camisa moved and Commissioner Rohr seconded to approve the Engineering Service Agreement with Swenson and Hagen for Water and Sewer District #64, Project No. 2023-02. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

J. NEW BUSINESS

1. *Consider Transit Development Plan.* Bill Troe with SRF Consulting presented the transit development plan. Mayor Helbling questioned a petition for an election that has been received at City Hall for a sales tax measure partially to go to BisMan Transit. BisMan Transit Director Deidre Hughes stated she was not aware of the measure until City Administrator Neubauer sent her an email. Mayor Helbling said he'd be concerned about any tax measure with the property tax measure in limbo. Commissioner Braun moved and Commissioner Rohr seconded to accept the plan as presented. Roll Call vote: Aye 4, No 1 (Olson voted no), Absent 0. The motion passed.

2. *Consider Acceptance of Mandan High School Placemaking Plan Final Recommendations.* Stantec's Landscape Architect Wendy Van Duyne presented the Mandan High School Placemaking plan final recommendations. Commissioner Camisa moved and Commissioner Braun seconded to accept the plan as presented. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

3. *Consider Development Agreement for Rockwood First Addition.* Planner Stromme presented the development agreement for Rockwood First Addition. Commissioner Braun moved and Commissioner Camisa seconded to approve. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

K. RESOLUTIONS AND ORDINANCES

1. *Consider resolution to transfer City property by nonexclusive listing agreement.* Planner Stromme presented the resolution. Commissioner Camisa moved and Commissioner Rohr seconded to approve. Roll Call vote: Aye 5, No 0, Absent 0. The motion passed.

L. OTHER BUSINESS

N. ADJOURNMENT

There being no other business to come before the Board, Commissioner Braun motioned and Commissioner Camisa seconded to adjourn the meeting at 6:36 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