The Mandan City Commission met in regular session at 5:00 PM on September 2, 2025 in the Ed "Bosh" Froehlich Meeting Room at City Hall, Mandan, North Dakota. Mayor Froelich called the meeting to order.

A. ROLL CALL

1. *Roll call of all City Commissioners*. Those present were Dennis Rohr, Mike Braun, James Froelich, Craig Sjoberg, Ryan Heinsohn. Department heads present were City Administrator Neubauer, Finance Director Welch, Assistant Finance Director Schulz, Assessor Markley, Human Resource Director Berger, City Engineer Wigness, Assistant City Engineer McAdoo-Roesler, Police Chief Ziegler, Building Official Singer, Fire Chief Bitz, Public Works Director O'Keefe, Business Development & Communications Director Cermak, Communications Specialist Schmidt, CIS Manager Mischel, and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Free Fall Landfill Week for Mandan Residents September 15-20*. Public Works Director O'Keefe presented.

2. *Construction Update*. City Engineer Wigness presented.

D. PUBLIC COMMENT

1. *The Mandan City Commission values public input. To speak, submit a completed speaker card before the meeting begins. Comments must relate to an item on the current or previous meeting agenda. Speakers have 3 minutes each, in the order cards are received. The total comment period is limited to 30 minutes.*. There was no one in attendance for the public comment portion of the meeting, and no comments were received prior to the meeting.

E. APPROVAL OF AGENDA Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. MINUTES

1. *Consider Approval of the August 19, 2025 Board of City Commission Meeting Minutes*. Commissioner Sjoberg moved and Commissioner Rohr seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

G. PUBLIC HEARING

H. BIDS

I. CONSENT AGENDA Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approval of consent agenda items 1-10 including all subitems as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

1. *Consider approval of the special event permit for Mandan Progress Annual Dinner (Invitation Only)*.

2. *Consider approval of the City's Capital Improvement Plan*.

3. *Consider a driveway variance for 4008 35th Ave NW*.

4. *Consider Abatements:*.

a. *Dittus 2023-2024 Veterans Credit Abatements*.

b. *2023-2025 Abatements for Gas U Up LLC*.

5. *Consider closing City of Mandan administrative offices the day after Thanksgiving, Christmas, and New Years*.

6. *Consider Change Order 3 for the 2025 Reconstruction Project (Monte Drive)*.

7. *Consider approval of the following raffle permits:*.

a. *Josh Chaffin Organ Transplant Benefit*.

b. *Mandan Cheer Team*.

8. *Consider applying for the 2028 Transportation Alternative grant for 1806 pedestrian Trail Improvements*.

9. *Consider general contract change order 9 for the Raw Water Intake project*.

10. *Consider approval of the special event permit for the North Dakota Rough Rider Cup*.

J. OLD BUSINESS

K. NEW BUSINESS

1. *Brady Martz to present the results of the 2024 audit*. Mindy Piatz (Brady Martz) presented. Commissioner Rohr moved and Commissioner Heinsohn seconded to approve the results of the 2024 audit. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider Approval of Proposed Infant at Work Policy*. HR Director Berger presented. Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve the Infant at Work Policy as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Consider Lead Service Line Inventory task orders*. City Engineer Wigness presented. Commissioner Sjoberg moved and Commissioner Braun seconded to approve to enter into Task Orders 11 and 12 with AE2S, and authorize the use of City Utility funds to pay for these services. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. RESOLUTIONS AND ORDINANCES

1. *Second and final consideration of Ordinance No. 1474 to create new Article 7 to Chapter 2 of the Mandan Code of Ordinances relating to the authorization of annual appropriations bonds*. Finance Director Welch presented. Commissioner Heinsohn moved and Commissioner Rohr seconded to approve the second and final consideration of Ordinance No. 1474 to create new Article 7 to Chapter 2 of the Mandan Code of Ordinances relating to the authorization of annual appropriations bonds. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Second and final consideration of Ordinance No. 1475 to amend and re-enact Section 12-8-1 and 12-8-9 of the Mandan Code of Ordinances, relating to Cigar Lounges*. City Administrator Neubauer presented. Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve Ordinance No. 1475, which amends and re-enacts Section 12-8-1 and 12-8-9 of the Mandan Code of Ordinances. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Introduction and first consideration of Ordinance No. 1476, relating to traffic and vehicles*. Attorney Oster presented. Commissioner Rohr moved and Commissioner Braun seconded to approve the introduction and first consideration of Ordinance No. 1476 as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

4. *Consider a resolution authorizing an SRF loan application for lead service replacement*

projects. City Engineer Wigness presented. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve the resolution, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

M. OTHER BUSINESS

N. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- *September 16, 2025 at 5:30 p.m.*
- *October 7, 2025 at 5:30 p.m.*
- *October 21, 2025 at 5:30 p.m.*

.

O. ADJOURN There being no other business to come before the Board, the meeting adjourned at 5:46 p.m.

/s/ James Neubauer
James Neubauer
City Administrator

/s/ James Froelich
James Froelich
Board of City Commissioners