

The Mandan City Commission met in regular session at 5:30 PM on November 18, 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, City Engineer Wigness, Assistant City Engineer McAdoo-Roesler, Police Chief Ziegler, Building Official Singer, Fire Chief Bitz, Public Works Director O'Keefe, Planner Laqua, CIS Manager Mischel, Administrative Assistant Newman, and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Beautification Recognition Program Winners Announced.* Community Beautification Committee Chair Layn Mudder presented.

a. *210 3<sup>rd</sup> Ave NW — Seasonal/Holiday Display & Landscape Maintenance/Enhancements.*

b. *Buckin' Bean Coffee, 601 1<sup>st</sup> St NE — Commercial Property.*

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

3. *Grand Lighting and Santa's Arrival, Nov. 28 at 6 p.m., Dykshoorn Park.* Mandan Progress Organization Executive Director Matt Schanandore presented.

4. *Small Business Saturday, Nov. 29.* Mayor Froelich 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 Rohr moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. MINUTES

1. *Consider Approval of the November 4, 2025 Board of City Commission Meeting Minutes.* Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

G. PUBLIC HEARING

1. *Consider a preliminary plat for Meadowlands Third Addition and a zone change from RH (Residential Mobile Home Park) to RMH (Residential Mobile Home Subdivision).* Approve the preliminary plat and zone change for Meadowlands 3rd Addition, as presented, with staff comments above to be addressed prior to or with final plat application. Planner Laqua and Building Official Singer presented. Abe Ulmer with Independent Land Surveying and Engineering (ILSE) came forward. Commissioner Heinsohn moved and Commissioner Rohr seconded to recommend approval of the preliminary plat and zone change for Meadowlands 3rd Addition, as presented, with staff comments

above to be addressed prior to or with final plat application. Roll Call vote: Aye 5, Nay 0. The motion passed.

H. BIDS

I. CONSENT AGENDA Commissioner Rohr moved and Commissioner Braun seconded to approve item number 1 and item numbers 3 through 9, including all sub-items. Roll Call vote: Aye 5, Nay 0. The motion passed.

1. *Consider approval of monthly bills.*
2. *Consider the 1806 Chip Seal Urban Regional Program application for 2030.* Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.
3. *Consider approval of the North Dakota Department of Transportation Annual Maintenance Letter.*
4. *Consider a minor plat for Stein Weide Addition.*
5. *Consider creation of a Systems Administrator Position.*
6. *Consider a minor plat for 2nd Replat of Lots 7 & 8, Block 1 Shores At Lakewood Addition.*
7. *Consider a minor plat for Sunview Heights Second.*
8. *Consider approval of the special event permit for the Grand Lighting of Lights on Main/Santa's Arrival.*
9. *Consider approval of the special event permit for the North Dakota Santa Run.*

J. OLD BUSINESS

K. NEW BUSINESS

1. *Consider resolutions necessary to create Street Improvement District 241 (Red Trail Elementary).* City Engineer Wigness presented. Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve the resolutions necessary to create Street Improvement District 241. Roll Call vote: Aye 5, Nay 0. The motion passed.
2. *Consider an Engineering Service Agreement with Mountain Plains for construction oversight of Shores at Lakewood Phase 2 (SID 240).* City Engineer Wigness presented. Commissioner Heinsohn moved and Commissioner Braun seconded to enter into an engineering agreement with Mountain Plains for the construction oversight for Street improvement District 240. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. RESOLUTIONS AND ORDINANCES

1. *Resolution Establishing Rates And Charges For Services At the Cemetery.* Public Works Director O'Keefe presented. Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve the Resolution establishing rates and charges for services from the Cemetery Fund. Roll Call vote: Aye 5, Nay 0. The motion passed.

M. OTHER BUSINESS

N. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- *December 2, 2025 at 5:30 p.m.*
- *December 16, 2025 at 5:30 p.m.*
- *January 6, 2026 at 5:30 p.m.*

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O. ADJOURN There being no other business to come before the Board, the meeting adjourned at 6:23 p.m.

/s/ James Neubauer  
James Neubauer  
City Administrator

/s/ James Froelich  
James Froelich  
Board of City Commissioners