The Mandan City Commission met in regular session at 5:30 PM on December 16, 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, Assessor Markley, Human Resource Director Berger, City Engineer Wigness, Assistant City Engineer McAdoo-Roesler, Police Chief Ziegler, Building Official Singer, Fire Chief Bitz, Business Development & Communications Director Cermak, Contracted Planner Laqua, Communications Specialist Schmidt, CIS Manager Mischel, Administrative Assistant Newman, and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Quarterly Employee Anniversary Recognition*. Human Resources Director Berger presented.

2. *New Employee Introductions*.

a. ~~*Kailee Murphy - Laboratory Technician I - WWTP*~~.

b. *McCain Kruger - Operator I - WTP*. City Engineer Wigness presented.

c. *Denise Sather - Circulation Desk - Library*. Library Director Barb Sandstrom presented.

d. *Lynelle Boucher - Records Technician - Mandan Police Department*. Police Chief Ziegler presented.

e. *David Glatt - Fire*. Fire Chief Bitz presented.

3. *Project Updates*. City Engineer Wigness presented.

4. *Holiday Light Tour Map*. City Engineer Wigness presented.

5. *2025 North Dakota Santa Run on Saturday, Dec. 13 at 4:15 p.m. - Rescheduled to Saturday, Dec. 20 at 4:15 p.m.*. Mandan Progress Organization Executive Director Matt Schanandore presented.

6. *Fireworks, December 31, 2025*. Mandan Progress Organization Executive Director Matt Schanandore 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 one comment received prior to the meeting.

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

F. MINUTES

1. *Consider Approval of the December 2, 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 zone change from RM (Residential) and Agriculture to RM (Residential) and a minor plat for Big Sky Estates 8th Addition*. Planner Laqua presented. Mayor Froelich 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 closed. Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider Resolution Determining Insufficiency of Protests for the Lower Heart Levee project*. City Engineer Wigness presented. Mayor Froelich 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 closed. Commissioner Braun moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

H. BIDS

1. *Consider Bids for Rock Prairie Estates, Street Improvement District 237*. Assistant City Engineer McAdoo-Roesler presented. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

I. CONSENT AGENDA Commissioner Rohr moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

1. *Consider approval of monthly bills*.
2. *Consider Annual Highway Closure Agreement for Special Events*.
3. *Consider approval of the Special Event Permit for the New Year's Eve Fireworks Show*.
4. *Consider approval of the raffle permit for North Dakota American Legion Auxiliary*.
5. *Consider acceptance of the 2026 Lottery Grant Award for Metro Area Narcotics*.
6. *Consider the appointment of Sherwin Wanner to the Special Assessment Commission*.
7. *Consider the appointment of Jordan Schneider and Victora Vayda-Hammond to the Mandan Architectural Review Commission*.
8. *Consider the appointment of Bill Robinson and Will Gardner to another term on the Planning & Zoning Commission*.
9. *Consider the appointment of Stephen Koppy to the Mandan Airport Authority*.
10. *Consider a minor plat for Mandan Industrial Park 15th Addition*.
11. *Consider Change Order for Street Improvement District 235, Lohstreter Road and Shady Acres*.
12. *Consider allowing staff to enter into negotiations for an agreement with EAPC Architects for design services related to Fire Station No. 3*.
13. *Consider an Engineering service agreement with Swenson, Hagen & Company for construction oversight related to Rock Prairie Estates (SID 237)*.
14. ~~*Consider approval of Gaming Site Authorization for the North Dakota Friends of NRA State Fund Committee, LLC*~~.

J. OLD BUSINESS

K. NEW BUSINESS

1. *Consider Task Orders related to sanitary sewer collection and water distribution support*. City Engineer Wigness presented. Commissioner Sjoberg moved and Commissioner Rohr seconded to approve entering into Task Order No. 13 – Water Distribution and Task Order No. 14 – Collection System On-Call Professional Services with AE2S, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider Change Order for the Collins Ave Reservoir project*. City Engineer Wigness presented. Commissioner Rohr moved and Commissioner Heinsohn seconded to approve Change Order DN-02, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Consider Public Transportation Grant Program Application from Bis-Man Transit*. City Administrator Neubauer and Deidre Hughes presented. Commissioner Rohr moved and Commissioner Heinsohn seconded to approve the Bis-Man Transit request for funding assistance from the one-half cent city sales tax fund in the amount of $110,664.21 to address the 2025 Operating Shortfall. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. RESOLUTIONS AND ORDINANCES

M. OTHER BUSINESS

N. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- *January 6, 2025 at 5:30 p.m.*
- *January 20, 2026 at 5 p.m*
- *February 3, 2026 at 5:30 p.m.*

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O. ADJOURN There being no other business to come before the Board, the meeting was adjourned at 6:20 p.m.

/s/ James Neubauer
James Neubauer
City Administrator

/s/ James Froelich
James Froelich
Board of City Commissioners