The Mandan City Commission met in regular session at 5:30 PM on March 19, 2024 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 Commissioners*. Those present were Commissioner Camisa, Commissioner Rohr, Commissioner Olson, Commissioner Braun and Mayor Helbling. Department heads present were City Administrator Neubauer, Finance Director Welch, Assessor Markley, Human Resource Director Berger, Engineering Director Wigness, Police Chief Ziegler, Fire Chief/Director of Public Works Bitz, Business Development/Communications Director Cermak, Planner Stromme and City Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Quarterly work anniversary recognition* . Mayor Helbling and Commissioner Camisa presented Mandan City employees with their quarterly work recognition certificates.

D. APPROVAL OF AGENDA

E. MINUTES

1. *Consider approval of the March 5, 2024, minutes from the Board of City Commission regular meeting*. Commissioner Camisa moved, and Commissioner Braun seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. PUBLIC HEARING

1. *Consider setback variance request for Lot 1, Block 1, Midway 13th Addition*. Planner Stromme presented and recommended for approval the setback variance. Mayor Helbling opened the public hearing and invited the public to come forward to comment on the variance request. Engineer Abe Ulmer from Independent Land Surveying came forward to answer any questions. A second and third invitation for comment was given. Hearing none, the public hearing closed. Commissioner Braun moved, and Commissioner Camisa seconded to approve the setback variance contingent upon a minor plat. Roll Call vote: Aye 5, Nay 0. The motion passed.

G. BIDS

1. *Consider Highway 6 trail construction project bids*. Engineer Wigness presented the bids received and recommended awarding to the lowest bidder, Northern Improvement. Commissioner Braun moved, and Commissioner Camisa seconded to approve. Roll call vote: Aye 5, Nay 0. The motion passed.

H. CONSENT AGENDA

1. *Consider approval of monthly bills*.

2. *Consider final plat for Cat Creek Addition*.

3. *Consider approval for the following budget amendments and transfers:*.

a. *Finance Department*.

b. *Assessing Department*.

c. *Public Works* .

d. *Police Department*.

e. *Engineering Department*.

f. *Human Resources*.

g. *Administration*.

h. *Planning Department*.

i. *Business Development & Communications Department*.

4. *Consider the following abatements:*.

a. *Hoffer 2023 Veteran's credit*.

b. *Soma 2023 Veterans Credit*.

c. *2022 & 2023 Abatement application for Wilson 1302 Sunny Rd*.

5. *Consider approval of GIS Coordinator job description*.

6. *Consider sidewalk variance request for 200 East Main Street*.

7. *Consider Class BWO - Beer Wine Only Liquor License - AV8RS LLC - d/b/a Aviators*.

8. *Consider approval to dispose records in accordance with the North Dakota Century Code "Records Management Act" (NDCC 54-46-12) and City of Mandan Records Management Policy*. Commissioner Camisa moved and Commissioner Rohr seconded to approve the consent agenda items 1 through 8, including all subitems as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider approval of airport facilities revenue bond 2024 and pledging deficiency tax levy*. Chairman Marc Taylor of the Airport Authority Board presented the request. Commissioner Braun moved, and Commissioner Camisa seconded to approve. Roll call vote: Aye 5, Nay 0. The motion passed.

2. *Consider approval of a property tax exemption for improvements to commercial & residential buildings North Dakota Century Code 57-02.2*. Assessor Markley presented the application for exemption on improvements at 300 6th Street NW. Commissioner Camisa moved, and Commissioner Braun seconded to approve. Roll call vote: Aye 5, Nay 0. The motion passed.

3. *Consider 2024 Gate City Bank and City of Mandan Neighborhood Revitalization Initiative*. Planner Stromme gave an update on Neighborhood Revitalization Initiative. Commissioner Camisa moved, and Commissioner Rohr seconded to approve. Roll call vote: Aye 5, Nay 0. The motion passed.

4. *Consider Raw Water Intake project change orders*. Engineer Wigness presented the change orders. Commissioner Camisa moved and Commissioner Braun seconded to approve. Roll call vote: Aye 5, Nay 0. The motion passed.

5. *Consider entering into an agreement with KLJ for the Downtown Reconstruction Project*. Engineer Wigness presented the agreement with KLJ. Commissioner Camisa moved, and Commissioner Olson seconded to approve. Roll call vote: Aye 5, Nay 0. The motion passed.

K. RESOLUTIONS AND ORDINANCES

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

1. *Apr. 2, 2024 at 5:30 p.m. (Board of Equalization at 7 p.m.) .*
2. *Apr. 16, 2024 at 5:30 p.m..*
3. *May 7, 2024 at 5:30 p.m..*

N. ADJOURN Commissioner Camisa moved to adjourn the meeting at 6:07 p.m.and Commissioner Rohr seconded. The motion passed unanimously.

/s/ James Neubauer
James Neubauer
City Administrator/

/s/ Timothy Helbling
Timothy Helbling
Board of City Commissioners