

The Mandan City Commission met in regular session at 5:30 PM on June 4, 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, Mayor Helbling and Commissioner Braun. Absent was Commissioner Olson. Department heads present were City Administrator Neubauer, Finance Director Welch, Assessor Markley, Human Resource Director Berger, Engineering Director Wigness, Deputy Chief, Bier, Building Official Singer, Fire Chief/Public Works Director Bitz, Business Development & Communications Director Cermak, Planner Stromme, Attorney Sand and Communications Specialist Schmidt.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Thank You to our Community Litter Clean-Up Month Volunteers.*

Communications Specialist Schmidt thanked the volunteers for our Community Litter Clean-Up Month. Special thanks was given to Jason Herman and the grounds cleanup crew.

2. Mayor Helbling announced several events going on in the City of Mandan sponsored by the Mandan Progress Organization, including Mandan Market Night, Morton County Charity Run, Races at the Dakota Speedway, Halloween in June, Dakota Mandan's Kite Flying ,a truck and tractor pull at Dakota Speedway, a classic parade for Buggies and Blues, Buggy and Blues party, Fly In Planes and Pancakes and Buggies and Blues car show going on this week and weekend in Mandan. .

D. APPROVAL OF AGENDA

E. MINUTES

1. *Consider approval of the minutes from the May 21, 2024 Board of City Commission regular meeting.*

Commissioner Camisa moved, and Commissioner Braun seconded to approve the minutes for the May 21st City Commission Meeting as presented. Roll Call vote: Aye 4, Nay 0. Commissioner Olson was absent. The motion passed.

F. PUBLIC HEARING

1. *Consider Right-of-Way Vacation for portion of right-of-way south of McKenzie Drive SE in Lakewood 6th Addition.*

Planner Stromme presented a request from TRX Developers to consider Right-of-Way Vacation for a portion of right-of-way south of McKenzie Drive SE in Lakewood 6th Addition and recommended approval of the Right-of-Way Vacation contingent on the plat and developer helping with the relocation of the grass and leaf dump site. Mayor Helbling opened up for a public hearing. A second and final call was held. Hearing none, the public hearing was closed. Commissioner Braun moved and Commissioner Rohr seconded to approve the Right-of-Way Vacation. Roll Call vote: Aye 4, Nay 0. Commissioner

Olson was absent. The Motion passed.

G. BIDS

H. CONSENT AGENDA

1. *Consider an amendment to the lease agreement with Marathon Petroleum Co & City of Mandan related to the property which houses the raw water intake.*
2. *Consider approval of the special event permit for St. Joseph's 100th Anniversary.*
3. *Consider approval of the special event permit for Lyons Heart Gravel Classic.*
4. *Consider approval of a raffle permit for Mandan Rodeo Days.*
5. *Consider approval of a gaming site authorization for Mandan Fastpitch Association at 501 PowerHouse Bar & Grill from July 1, 2024 to June 30, 2025.*
6. *Consider the issuance of a new Class A Liquor License to Big Stick Cigar Lounge (BSCL) LLC at 104 2nd Ave NW, Mandan ND.*
7. *Consider approval of the Class A, B, BWO, C, D, D1, E, F, H, Special B, and WB liquor license renewals effective July 1, 2024.*
8. *Consider authorization of loan applications for Collins Reservoir and Water Treatment Plant projects.*
9. *Consider approval of the special event permit for Festive Fridays..*

Mayor Helbling read items one through nine, and asked if anyone would like to remove any items for discussion. Commissioner Braun stated that he would like to remove Item Number 1 of the consent items. Commissioner Braun moved, and Commissioner Camisa seconded to approve consent items 2 to 9, including all subitems. Roll Call vote: Aye 4, Nay 0. Commissioner Olson was absent. The motion passed. Administrator Neubauer explained the amendment to the lease agreement regarding item No.1 to the Commission. Commissioner Braun moved to approve Item No.1 and Commissioner Rohr seconded it. Roll call vote: Aye 4, Nay 0. Commissioner Olson absent. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider approval of a Request for Qualifications for Building Inspections.*
Building Official Singer presented the request for help on the planning review side of the women's correctional center coming to Mandan and that they were looking for assistance for the plan review and seeking qualified people to help them out and seek qualifications until July 22nd. Commissioner Rohr moved and Commissioner Camisa seconded the request for qualifications for building inspections. Roll Call vote: Aye 4, Nay 0. Commissioner Olson absent. The motion passed.
2. *Consider Approval of 8th Ave NW Project Change Order 2.*
Engineering Director Wigness presented consideration for approval for the 8th Avenue NW Project Change Order #2 concerning the reconstruction project just west of the new high school site regarding a request from the school district to change the trail from asphalt to concrete and recommended approval. Commissioner Braun moved, and Commissioner Camisa seconded the change order of the 8th Avenue NW Project Order #2. Roll Call vote: Aye 4, Nay 0. Commissioner Olson absent. The motion passed.
3. *Consider a Highway 6 Trail project construction engineering task order.*
Engineering Director Wigness presented an agreement for the construction engineering and oversight for

the Highway No. 6 trail on the east side of Highway 6 from 19th Street to the bridge just south of the golf course. Moore Engineering has put together an agreement regarding said construction and Engineering Director Wigness recommended approval. Commissioner Camisa moved and Commissioner Rohr seconded task order 6 as presented. Roll Call vote: Aye 4, Nay 0. Commissioner Olson absent. The motion passed. Engineer Wigness gave an update on the 19th Street Project. Mayor Helbling also expressed concerns regarding past projects that have not been completed properly and suggested a lawsuit against the construction company as a recourse. .

K. RESOLUTIONS AND ORDINANCES

1. *Resolution of Vacation for portion of right-of-way in Lakewood 6th Addition.*

Planner Stromme recommended approval contingent upon the final plat for Resolution of Vacation for portion of right-of-way for Shores 2nd Addition in Lakewood 6th Addition and mentioned that the motion should go under resolutions rather than public hearing. Mayor Helbling brought attention to the fact that a motion and second was made under public hearings on this matter and would have to be resolved. Commissioner Braun withdrew his motion and Commissioner Rohr removed his second of the motion so the Commission could proceed with the motion under resolutions. Commissioner Braun moved and Commissioner Rohr seconded to approve the resolution of vacation for portion of right-of-way for Shores of 2nd addition contingent of approval of final plat. Roll call vote: Aye 4, Nay 0. Commissioner Olson was absent. The motion passed.

2. *Second Consideration of Shores at Lakewood 2nd Addition Zone Change Ord 1447.*

Under Resolutions and Ordinances, Mayor Helbling indicated that Item #2 - Second Consideration of Shores at Lakewood 2nd Addition Zone Change Order # 1447 had been pulled.

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

June 18, 2024 at 5:30 p.m..

July 2, 2024 at 5:30 p.m..

July 16, 2024 at 5:30 p.m..

N. ADJOURN

There being no other business to come before the Board, Mayo Helbling entertained a motion to adjourn. Commissioner Camisa moved and Commissioner Rohr seconded the motion to adjourn at 06:03 PM. The motion received unanimous approval of all the members present.

/s/James Neubauer

James Neubauer
City Administrator

/s/Timothy Helbling

Timothy Helbling
Board of City Commissioners