The Mandan City Commission met in regular session at 5:30 PM on June 18, 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 Joe Camisa, Dennis Rohr, Mike Braun, Brad Olson, Tim 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/Public Works Director Bitz, Business Development & Communications Director Cermak, Planner Stromme and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Quarterly work anniversary recognition* . Employees with 3, 5, 10, 15+ years of service were recognized for their years of service.

2. *Retirement/Service recognition*. Commissioner Camisa was recognized for his time serving on the Board of City Commissioners, Mayor Helbling presented Municipal Judge DeNae Kautzmann with a plaque for her 20 years of service to the City of Mandan and congratulated her on her retirement. Library Director Barb Sandstrom presented Outreach Service Driver Bel Neible with a plaque in recognition of the 10 years of service and upcoming retirement.

3. *Thank You to Allan and Debby Dykshoorn, Cottontail Way Greenhouse*. Planner Stromme thanked Allan and Debby Dykshoorn of Cottontail Way Greenhouse for their donation of flowers for the Main Street Planters, including the five planters along Main Streets and additional flowers at Mandan City Hall.

D. APPROVAL OF AGENDA

E. MINUTES

1. *Consider approval of the minutes from the June 4, 2024 Board of City Commission regular meeting*. Commisisoner Camisa moved and Commissioner Rohr seconded to approve the minutes as presented. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

F. PUBLIC HEARING

1. *Consider a Preliminary Plat for Longhorn 3rd Addition*. Planner Stromme presented the preliminary plat for Longhorn 3rd Addition. Mayor Helbling 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 Rohr moved and Commisisoner Camisa seconded to to approve the preliminary plat. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

G. BIDS

H. CONSENT AGENDA

1. *Consider approval of monthly bills*.

2. *Consider Bicycle Friendly Community Renewal Application*.

3. *Consider 2023 Veterans Credit Abatement for Bernard Kuntz*.

4. *Consider approval of the following special event permits: .*

a. *4th of July kick-off party at Stage Stop*.

b. *4th of July weekend at Stage Stop*.

c. *Mandan Rodeo Days Concert*.

5. *Consider approval of 2023 Records Disposal for the following Departments:*
i. Assessing
ii. Engineering.

6. *Consider Amending the 2024 Grounds Maintenance Budget .*

7. *Consider Flex PACE letter of support for a loan to restructure the finance plan for West River Chiropractic Company*.

8. *Consider the following gaming site authorizations:*.

a. *Matpac Wrestling Club, Inc. at Stage Stop from June 21 to June 30, 2024*.

b. *Bismarck Cancer Center Foundation at Dale Pahlke Arena Mandan Rodeo Grounds on July 1-4, 2024*.

c. *Bismarck Cancer Center Foundation at Prairie West Golf Course on June 19, 2025*.

9. *Consider Functional Classification update submittal*.

10. *Consider a raffle permit for SCI-TR Safari Club International Theodore Roosevelt Chapter*.

11. *Consider agreements between BNSF Railway, North Dakota State Historical Preservation Office and the City of Mandan regarding salvageable granite blocks*.

12. *Consider approving sole sourcing services from Electronic Communications Inc.*.
Commisisoner Camisa moved and Commissioner Braun seconded to approve consent agenda items 1 through 12 including all sub items as presented. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

I. <u>OLD BUSINESS</u>

J. <u>NEW BUSINESS</u>

1. *Consider changes to parking violation fines*. Parking Authority chair Renee Murrish presented the changes to parking violation fines. Commisisoner Camisa moved and Commissioner Rohr seconded to approve the current $10 parking fines to $15 per violation and increasing the loading zone violation from $10 to $50 effective Jan. 1, 2025, and for the City Attorney to draft the necessary ordinance changes. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

2. *Presentation of the 2025 Preliminary CenCom Budget*. Central Dakota Communications Center (CenCom) Director Mike Dannenfelzer presented the 2025 preliminary budget. No action was needed, this was a presentation only.

3. *Consider request from TRX Developers to use City Right-of-Way for Shores at Lakewood Sprinklers* . Planner Stromme presented the request from TRX Developers to use City right-of-way for Shores at Lakewood sprinklers and the staff's recommendation to deny this request. Art Goldammer president of TRX Developers explained the reasoning behind the project and asked the commission to approve the request. A discussion was held. Commissioner Rohr moved and Commissioner Braun

seconded to table the item and bring it back to a future meeting. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

4. *Consider Amendment 2 for the Water Treatment Plant Phase III Optimization Project*. Engineer Wigness presented the amendment for the water treatment plant phase III optimization project. Commissioner Camisa moved and Commissioner Braun seconded to authorize the use of an additional $70,000 out of the Utility Fund and approve Amendment 2 as presented. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed. Commissioner Camisa moved and Commissioner Braun seconded to authorize City staff to submit this amended Engineering Service Agreement to the State Water Commission for cost-share consideration. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed.

K. RESOLUTIONS AND ORDINANCES

L. OTHER BUSINESS Commissioner Olson announced that he would be resigning from the Board of City Commissioners effective immediately, as he has moved to Nebraska to be closer to family and is no longer qualified to serve as a Mandan City Commissioner. He thanked the citizens, City staff, Mandan Park District, and his fellow commissioners. Commissioner Rohr moved, and Commissioner Camisa seconded to accept Commissioner Olson's resignation. Roll Call vote: Aye 5, Nay 0, Absent 0. The motion passed. Attorney Oster explained that there are three options to fill the vacancy: the board may choose to call a special election, citizens can petition for a special election, or the board may appoint a person to fill the unexpired term through 2026, if no petition is filed. Mayor Helbling stated he would like the incoming mayor and new City Commissioner to be a part of the decision-making process to fill the unexpired term. If a special election is not called for, the Commission may appoint a person to fill the remainder of the term after July 5.

City Administrator Neubauer recognized Mayor Helbling for his years of service to Mandan. He presented Helbling with a plaque to commemorate his time in office, including 8 years with the Mandan Park District, and gave a synopsis of the projects the mayor was involved in.

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

June 25, 2024 at 9 a.m. (Special Meeting via Zoom) .

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

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

August 6, 2024 at 5:30 p.m..

N. ADJOURN There being no other business to come before the Board, the meeting adjourned at 06:58 p.m.

/s/James Neubauer	/s/James Froelich
James Neubauer City Administrator	James Froelich Board of City Commissioners