

The Mandan City Commission met in regular session at 5:30 PM on July 2, 2024 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. Department heads present were City Administrator Neubauer, Finance Director Welch, Human Resource Director Berger, Engineering Director Wigness, Police Chief Ziegler, Building Official Singer, Fire Chief/Public Works Director Bitz, Business Development & Communications Director Cermak, Planner Stromme and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Introduction of new employees:.*

a. *Engineering Tech Jackson Mills.* City Engineer Wigness introduced Engineering Tech Jackson Mills to the commission.

D. APPROVAL OF AGENDA

E. MINUTES

1. *Consider approval of the following Board of City Commissioners meeting minutes: .*

a. *June 18, 2024 Regular Meeting.* Commissioner Rohr moved and Commissioner Braun seconded to approve the June 18 regular City Commission meeting minutes as presented. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

b. *June 25, 2024 Special Meeting.* City Commissioner Sjoberg moved and Commissioner Braun seconded to approve the June 25 City Commission Special Meeting minutes as presented. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

F. PUBLIC HEARING

1. *First Consideration of Ordinance No. 1449, related to the Annexation of the Heart River Correctional Center Property.* Planner Stromme presented an ordinance related to the annexation of the Heart River Correctional Center Property. 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.

2. *First Consideration of Ordinance 1450, related to the corrected annexation of Rock Prairie Estates Addition and the NW Trunk Sewer route.* Planner Stromme presented an ordinance related to the corrected annexation of Rock Prairie Estates Addition and the northwest trunk sewer route. 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.

G. BIDS

H. CONSENT AGENDA

1. *Consider approval of authorized check signers and employees with banking and cash management functions.*

2. *Consider authorizing city staff to determine project sequencing for the Municipal Concrete Contract.*
3. *Consider approval of a Request for Proposals for the Mandan Union Cemetery Geotechnical Evaluation .*
4. *Consider approval of the special event permit for the Independence Day Parade, Art in the Park and 5k Race.*
5. *Consider scheduling a public hearing to vacate an alley adjacent to Lots 4, 5, & 6 in Helblings 2nd Addition.*
6. *Consider Final Plat for Longhorn 3rd Addition.*
7. *Consider acceptance of State Water Commission cost-share funding.*
8. *Consider authorizing staff to advertise for Collins Reservoir reconstruction bids.*
9. *Acceptance of an AARP Community Challenge grant.*
10. *Consider approval of the Raffle Permit for Missouri Slope Lutheran Care Center Foundation.* Commissioner Rohr moved and Commissioner Sjoberg seconded to approve consent agenda items 1-10. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider selection of a Vice President.* Commissioner Sjoberg moved and Commissioner Braun seconded to appoint Dennis Rohr as vice president of the board. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.
2. *Consider commissioner portfolio and committee assignments.* Commissioner Rohr moved and Commissioner Braun seconded to approve the portfolio and committee assignments as presented, noting that Mayor Froelich is currently assigned to the Planning & Zoning Commission and a second commissioner is not necessary. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.
3. *Growth Fund Committee recommendation on fire sprinkler assistance for 104 2nd Ave NW .* Business Development & Communications Director Cermak presented the application for fire sprinkler assistance for 104 2nd Ave NW. Commissioner Sjoberg moved and Commissioner Braun seconded to approve providing 50% matching funds, not to exceed \$10,000, to be structured as a forgivable loan for installation of a fire sprinkler system at 104 2nd Ave NW. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.
4. *Lower Heart River Water Resource District Update.* Lower Heart River Water Resource District's Bill Robinson provided the commission with an update on the status of the project and their request for consideration of a phased project approach to the flood mitigation assistant (FMA) grant. Commissioner Sjoberg moved and Commissioner Rohr seconded to approve the request for a phased project approach to the FMA grant. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.
5. *Consider entering into a supplementary Engineering Service Agreement to update City stormwater standards.* City Engineer Wigness presented the item. Commissioner Braun moved and Commissioner Rohr seconded to enter into the agreement with Houston Engineering and authorize the use of \$49,900 from the City Utility Fund for these services. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

6. *Consider Engineering Service Agreement for the Terra Vallee decommissioning project.* City Engineer Wigness presented the item. Commissioner Rohr moved and Commissioner Sjoberg seconded to enter into the agreement with Apex Engineering, as presented. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

K. RESOLUTIONS AND ORDINANCES

1. *First consideration of Ordinance 1448, an ordinance to amend and re-enact Section 24-1-2(c) of the Mandan code of ordinances, relating to penalties for parking violations.* Police Chief Ziegler presented the ordinance relating to penalties for parking violations. Commissioner Sjoberg asked about the fine for parking in a fire lane or blocking a fire hydrant. Chief Ziegler said it is currently \$10. Commissioner Sjoberg asked to increase the fine for parking in a fire lane or blocking a fire hydrant to \$50. City Commissioner Sjoberg moved and Commissioner Rohr seconded to approve the ordinance as presented with the addition of a \$50 fine for parking in a fire lane or blocking a fire hydrant. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

2. *Resolution regarding participation in funding for a Bureau of Reclamation WaterSMART Grant Project.* Fire Chief/Public Works Director Bitz presented on the WaterSMART grant project. Commissioner Braun moved and Commissioner Rohr seconded to approve the resolution to apply for the WaterSMART grant for 2025 as presented. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

3. *First Consideration of Ordinance No. 1449, related to the Annexation of the Heart River Correctional Center Property.* Planner Stromme presented the ordinance. Commissioner Rohr moved and Commissioner Sjoberg seconded to approve the first consideration of Ordinance No. 1449. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

4. *First Consideration of Ordinance 1450, related to the corrected annexation of Rock Prairie Estates Addition and the NW Trunk Sewer route.* Planner Stromme presented the ordinance. Commissioner Braun moved and Commissioner Sjoberg seconded to approve the first consideration of Ordinance No. 1450. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion passed.

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

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

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

August 20, 2024 at 5:30 p.m..

N. ADJOURN There being no other business to come before the Board, Commissioner Sjoberg moved and Commissioner Rohr seconded to adjourn at 6:39 p.m. Roll Call vote: Aye 4, Nay 0, Absent 0. The motion received unanimous approval of all the members present.

/s/James Neubauer

James Neubauer
City Administrator

/s/James Froelich

James Froelich
President, Board of City Commissioners