

The Mandan City Commission met in regular session at 5:30 PM on August 20, 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, Ryan Heinsohn. Department heads present were City Administrator Neubauer, Finance Director Welch, Assessor Markley, 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

D. APPROVAL OF AGENDA Commissioner Rohr moved and Commissioner Sjoberg seconded to approve the agenda as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

E. MINUTES

1. *Consider approval of the minutes of the August 6, 2024 Board of City Commissioners regular meeting.* Commissioner Sjoberg moved and Commissioner Braun seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. PUBLIC HEARING

G. BIDS

1. *Consider Collins Avenue Reservoir Replacement Project bids and Engineering Service Agreement.* Engineer Wigness presented the item. Commissioner Sjoberg moved and Commissioner Rohr seconded to award the General Contract to DN Tanks and the Electrical Contract to Edling Electric, as presented, contingent on North Dakota Department of Environmental Quality authorization. Roll Call vote: Aye 5, Nay 0. The motion passed. Commissioner Heinsohn moved and Commissioner Rohr seconded to approve the Engineering Service Agreement with AE2S, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

H. CONSENT AGENDA

1. *Consider approval of monthly bills.*
2. *Consider approval of an addition to the gaming site authorization for Mandan Moose Lodge #425 at Mandan Moose Lodge #425 from Sept 1, 2024 to June 30, 2025.*
3. *Consider approval of the Grant application to fund Dakota Child Advocacy Center to partially fund one Forensic Interviewer Staff Position and Vidanyx program; City of Mandan will be a pass through for funding .*
4. *Consider approval of the following special event permits: .*
 - a. *Silver Dollar Birthday Bash Street Dance.*
 - b. *Liberty Heights/MGAS Classic Car Show.*
5. *Consider approval of the Lottery Grant Application for Metro Area Narcotics Task Force.* Commissioner Braun moved and Commissioner Sjoberg seconded to approve consent agenda items 1-5

including all sub items as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider appointing Brittney Anderson to the Mandan Architectural Review Commission.* Building Official Singer presented the recommendation from the Architectural Review Commission. Commissioner Rohr moved and Commissioner Heinsohn seconded to appoint Brittany Anderson to fill the vacant seat on the Mandan Architectural Review Commission until Dec. 31, 2026. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider appointments to the Dakota Media Access Board of Directors.*

a. *Renee Murrish as a City of Mandan Representative.* City Administrator Jim Neubauer presented the item. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to appoint Renee Murrish to the Dakota Media Access Board of Directors for a term through July 2028. Roll Call vote: Aye 5, Nay 0. The motion passed.

b. *Communications Specialist, Kari Schmidt - as an ex officio, non-voting member.* City Administrator Neubauer presented the item. Commissioner Braun moved and Commissioner Sjoberg seconded to appoint Communications Specialist Kari Schmidt as an ex officio, non-voting advisor to the Dakota Media Access board of directors. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Consider the creation of an Information Technology position.* City Administrator Neubauer presented the item. Commissioner Braun moved and Commissioner Heinsohn seconded to create the Computer & Information Systems Manager position and provide funding from the General Fund of \$38,000 for the remainder of 2024. Roll Call vote: Aye 5, Nay 0. The motion passed.

4. *Consider granting permission for Missouri West Water Systems to serve 1316 8th Ave SW.* City Administrator Jim Neubauer presented the item. Commissioner Sjoberg recused himself from voting on the item. Commissioner Heinsohn moved and Commissioner Rohr seconded to grant permission to Missouri West Water Systems (MWWS) to serve the property known as 1316 8th Ave SW, provided the property is annexed to the City of Mandan. In turn, the City and MWWS will work out the billing details for water. Roll Call vote: Aye 4, Nay 0, Abstain 1 (Sjoberg). The motion passed.

5. *Consider approval of the update to the Long-Term Financial Planning Policy.* City Administrator Neubauer presented the item that would expand the City's long term financial planning policy from a 3-year plan to a 5-year plan. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve the update to the Long-Term Financial Planning Policy. Roll Call vote: Aye 5, Nay 0. The motion passed.

K. RESOLUTIONS AND ORDINANCES

1. *Second consideration of Ordinance 1453, an ordinance to amend and re-enact Article 2 of the Mandan Code of Ordinances, relating to city sales, use and gross receipts tax under the Home Rule Charter of the City of Mandan.* Administrator Neubauer explained that Finance Director Welch and Attorney Oster have identified some changes to ordinance 1453 that need to be made and asked the item be moved to the Sept. 3 City Commission meeting. Commissioner Rohr moved and Commissioner Sjoberg seconded to move the item to the Sept. 3, 2024 Mandan City Commission meeting. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

September 3, 2024 at 5:00 p.m..

September 17, 2024 at 5:30 p.m..

October 1, 2024 at 5:30 p.m..

N. ADJOURN There being no other business to come before the Board, the meeting adjourned at 06:03 p.m.

/s/James Neubauer

James Neubauer
City Administrator

/s/James Froelich

James Froelich
President, Board of City Commissioners