

The Mandan City Commission met in regular session at 5:30 PM on October 1, 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 Bitz, Public Works Director O'Keefe, Business Development & Communications Director Cermak, Planner Stromme and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Quarterly work anniversary recognition .* HR Director Amy Berger recognized employees reaching 3, 5, 15, 20 and 30 years of service with the City of Mandan in the third quarter.

2. *Congratulations Dennis Rohr, recipient of the North Dakota League of Cities Lifetime Achievement Award.* Mayor Froelich recognized Commissioner Rohr for his NDLC Lifetime Achievement Award.

3. *New Employee Introduction, Public Works Director Shane O'Keefe.* City Administrator Jim Neubauer introduced Shane O'Keefe as the new Public Works Director. He started with the City of Sept. 16.

4. *Recognition of Fire Prevention Week and Fire Department Open House.* Fire Chief Bitz announced the Fire Department will be hosting a Fire Prevention Week open house on Tuesday, Oct. 8. The fire truck parade starts at 6:30 p.m., followed by an open house from 7-9 p.m.

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

E. MINUTES

1. *Consider approval of the minutes of the September 17, 2024 Board of City Commissioners regular meeting.* Commissioner Braun moved and Commissioner Heinsohn seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider approval of the minutes of a September 23, 2024, quorum of City Commissioners.* Commissioner Sjoberg moved and Commissioner Braun seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. PUBLIC HEARING

G. BIDS

H. CONSENT AGENDA

1. *Consider Water Treatment Plant Phase III cost share amendment.*

2. *Consider submitting the following 2027 Transportation Alternatives (TA) Grant applications to the Bismarck-Mandan Metropolitan Planning Organization.*

- a. *TA Grant for 3rd Street SE Sidewalk Installation.*
- b. *TA Grant for Memorial Highway Pedestrian Ramp Realignment.*
3. *Consider Police Department 2025 budget amendment for K-9 vehicle.*
4. *Consider change order 1 for the 2024 Street Reconstruction project.*

5. *Consider approval of an employee request for unpaid leave.* Commissioner Sjoberg asked for information on consent agenda items 2a and 2b. City Engineer Wigness explained the Transportation Alternatives grant program. These grants are for projects that would be funded in 2027. Commissioner Braun moved and Commissioner Rohr 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. *Update on activities of the Bismarck Mandan Chamber EDC.* Bismarck Mandan Chamber EDC President & CEO Brenda Nagel provided an update from the Chamber EDC.
2. *Consider Street Improvement District 224 turn lane change order.* City Engineer Wigness presented the change order. Commissioner Braun moved and Commissioner Sjoberg seconded to approve change order 4 for Street Improvement District 224. Roll Call vote: Aye 5, Nay 0. The motion passed.
3. *Consider Capital Improvement Planning (CIP) assistance Task Orders.* City Engineer Wigness presented the item. Commissioner Sjoberg moved and Commissioner Braun seconded to approve the Capital Improvement Planning assistance task orders with AE2S and Moore Engineering and approve a 2024 budget amendment for \$73,405 out of the sales tax fund. Roll Call vote: Aye 5, Nay 0. The motion passed.
4. *Consider a 2024 budget amendment for Task Order 2 - services supporting water distribution.* City Engineer Wigness presented the item. Commissioner Heinsohn moved and Commissioner Rohr seconded to approve entering into Amendment No. 1 for Task Order No. 2 with AE2S for engineering services related to the Water Distribution and Storage Hourly Assistance, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

K. RESOLUTIONS AND ORDINANCES

1. *Second Consideration of Ordinance 1454, a PUD (Planned Unit Development) Amendment for the Shores at Lakewood.* Planner Stromme presented the item. Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve Ordinance 1454, contingent upon a development agreement. Roll Call vote: Aye 5, Nay 0. The motion passed.
2. *Consider resolutions creating a street improvement district for the Memorial Highway Project.* Engineer Wigness presented the item and gave an update on the Memorial Highway reconstruction project. Commissioner Sjoberg moved and Commissioner Braun seconded to approve the resolutions necessary to create Street Improvement District 239. Roll Call vote: Aye 5, Nay 0. The motion passed.
3. *Consider the resolutions necessary to create Water and Sewer Improvement District 65.* Engineer Wigness presented the item. Commissioner Braun moved and Commissioner Rohr seconded to approve the resolutions necessary to create Water and Sewer Improvement District 65. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. OTHER BUSINESS Commissioner Braun asked City Administrator Neubauer to talk about the

improvements on Crying Hill. A portion of the property is owned by Three Affiliated Tribes, and the other portion is owned by the City of Mandan. Bobcat had a day of caring on September 26 and cleared volunteer trees and shrubs in the area. A group of volunteers will scrape and paint the letters yet this fall, and there will be some more work done next year.

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

October 15, 2024 at 5:30 p.m..

November 5, 2024 at 5:30 p.m..

November 19, 2024 at 5:30 p.m..

- N. ADJOURN There being no other business to come before the Board, Commissioner Braun moved and Commissioner Rohr seconded to adjourn at 7 p.m. Roll Call vote: Aye 5, Nay 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