

The Mandan City Commission met in regular session at 5:30 PM on November 19, 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, Assistant City Engineer McAdoo-Roesler, Police Chief Ziegler, Building Official Singer, Fire Chief Bitz, Public Works Director O'Keefe, Business Development & Communications Director Cermak, Planner Stromme, Communications Specialist Schmidt and Assistant City Attorney Sand.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Holiday Lights on Main & Upcoming Mandan Progress Organization events.* Mandan Progress Organization (MPO) Executive Director shared that the Grand Lighting for the Holiday Lights on Main will take place Friday, Nov. 29 at 6 p.m. The holiday lights will be open nightly from 5-10 p.m. through Jan. 4. Santa's Arrival is Saturday, Nov. 30 at 12:30 p.m. and kids can visit with Santa at the library from 1-3 p.m. The MPO will host the Santa Run on Dec. 14. The run will start and end at Dykshoorn Park. More information is available at visitmandan.com.

2. *Small Business Saturday, Nov. 30.* Business Development & Communications Director Cermak shared that Small Business Saturday is Nov. 30. She encouraged shoppers to shop Mandan.

3. *Introduce new Permit Technician Brittany Thomas.* Building Official Singer introduced Permit Technician Brittany Thomas.

D. APPROVAL OF AGENDA Commissioner Rohr moved and Commissioner Braun 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 from the Nov. 5, 2024 Board of City Commissioners regular meeting*

. Commissioner Sjoberg moved and Commissioner Braun seconded to approve the minutes as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. PUBLIC HEARING

1. *Consider a zone change from MA - Industrial to CB - Commercial for Helblings 7th Addition.* Planner Stromme presented the item. 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 monthly bills.*

2. *Church of St Joseph Mandan Trustee Inc. 2024 Abatement Application.*

3. *Assessing Department Budget Transfer.*
4. *Consider approval of Administrative Assistant (Assessing) job description.*
5. *Consider approval of the special event permit for Grand Lighting of Lights on Main/Santa's arrival.*
6. *Consider approval of the special event permit for the North Dakota Santa Run.*

Commissioner Braun moved and Commissioner Rohr seconded to approve consent agenda items 1-6. Roll Call vote: Aye 5, Nay 0. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider approval for the purchase of Airburner-FireboxS220 from General Services Administration (GSA).* Public Works Director O'Keefe presented the item. Commissioner Braun moved and Commissioner Heinsohn seconded to approve the purchase of Airburner-FireboxS220 from General Services Administration (GSA). Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider acceptance as the Subgrantee for a Federal Emergency Management Agency 2022 grant for the Lower Heart River Flood Risk Reduction Project.* City Administrator Neubauer presented the item. He gave a timeline of the project: in Feb. 2022 the assessment district was created, the bid package is anticipated fall 2025, with 2026 and 2027 construction, wrapping up the project in 2028. The assessment is anticipated to appear on property tax statements in Dec. 2028. Partners in this project are the City of Mandan and Lower Heart Water Resource District. Commissioner Braun moved and Commissioner Sjoberg seconded to accept the Non-Disaster Grant Fiscal Year: 2022 Award. Roll Call vote: Aye 5, Nay 0. The motion passed.

K. RESOLUTIONS AND ORDINANCES

1. *First Consideration of Ordinance 1458, a zone change from MA - Industrial to CB - Commercial for Helbling 7th Addition.* Planner Stromme presented the item. Commissioner Braun moved and Commissioner Heinsohn seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Second Consideration of Ordinance 1457 related to Keidel Estates Annexation.* Planner Stromme presented the item. No changes have been made. Commissioner Braun moved and Commissioner Heinsohn seconded to approve the second and final consideration of Ordinance 1457. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

December 3, 2024 at 5:30 p.m..

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

January 7, 2025 at 5:30 p.m..

N. ADJOURN There being no other business to come before the Board, Commissioner Rohr moved and Commissioner Braun seconded to adjourn at 5:56 p.m. Roll Call vote: Aye 5, Nay 0. The motion received unanimous approval of all the members present.

/s/James Neubauer

/s/James Froelich

James Neubauer
City Administrator

James Froelich
President, Board of City Commissioners