



AGENDA
CITY COMMISSION
FEBRUARY 4, 2025
ED “BOSH” FROEHLICH MEETING ROOM
MANDAN CITY HALL
5:30 PM
WWW.CITYOFMANDAN.COM

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A. ROLL CALL

1. Roll call of all City Commissioners

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. Beautification Recognition Program, 212 9th Ave NW (Gugel Property)
2. 2025 Homestead, Veterans & Primary Residence Credit Programs

D. APPROVAL OF AGENDA

E. MINUTES

1. Consider approval of the following Board of City Commission minutes:
 - a. Jan. 21, 2025 Regular Meeting
 - b. Jan. 28, 2025 Special Meeting, Working Session

F. PUBLIC HEARING

G. BIDS

H. CONSENT AGENDA

1. Consider a minor plat for Ramblewood 15th Addition
2. Consider a 2023 & 2024 abatement application for Dagley; 2309 Memorial Hwy SE
3. *Consider approval of Department of Water Resources construction funding applications (Monte Drive and Water Treatment Plant Phase III)*
4. Consider approval of an employee request for unpaid leave
5. Consider approval of the raffle permit for Vietnam Vets/Legacy Vets Motorcycle Club Chapter 8
6. *Consider approval of an amended gaming site authorization for Matpac Wrestling Club, Inc at Stage Stop through June 30, 2025*

I. OLD BUSINESS

J. NEW BUSINESS

1. Consider Hydro Instruments Sole Source justification letter
2. Consider a 2025 Budget Amendment for Information Technology
3. Consider a 2025 budget amendment for interim improvements at the Waste Water Treatment Plant
4. Consider authorizing staff to advertise for Water Treatment Plant Phase III Optimization bids
5. Consider Raw Water Intake project change orders
6. Consider an extension of the Zoning Moratorium
7. Legislative Update

K. RESOLUTIONS AND ORDINANCES

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- - Tuesday, Feb. 11 at 5:30 p.m. Special Meeting, Working Session
 - Tuesday, Feb. 18 at 5 p.m., Regular Meeting
 - Tuesday, Feb. 25 at 5:30 p.m., Special Meeting, Working Session
 - Tuesday, March 4 at 5:30 p.m., Regular Meeting
 - Tuesday, March 11, at 5:30 p.m., Special Meeting, Working Session

- Tuesday, March 18 at 5:30 p.m., Regular Meeting

N. ADJOURN



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: December 30, 2024
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer
PRESENTER: Kari Schmidt, Communications Specialist
SUBJECT: Community Beautification Recognition Program
Nomination

STATEMENT/PURPOSE:

To recognize a property nominated for recognition in the Community Beautification Recognition program.

BACKGROUND/ALTERNATIVES:

The Community Beautification Committee (CBC) Beautification Recognition program, is a program recognizing properties that enhance the aesthetic appeal of the community. Projects must meet at least one of the following criteria:

- Landscape maintenance or enhancements (existing or new)
- Structural maintenance or enhancements (existing or new)
- Overall aesthetic improvements; or
- Appealing, attention getting seasonal or holiday displays.

Both residential and commercial properties located within the city limits are eligible for the program. Projects must be street facing, river view or other publicly viewable areas and/or landscapes. Nominations are submitted to Communications Specialist Kari Schmidt and then forwarded to the CBC for review. The CBC reviews nominations and determines those receiving recognition – which requires a majority vote. Those being forwarded on for recognition are invited to a City Commission meeting, receive a certificate, be featured on the City's website, recognized in the monthly newsletter and via the City's social media pages. Nominations must be submitted with at least one photo of the property's current state. However, photos are only shared with the public if the property owner(s) receiving recognitions sign and return the photo release form.

A nomination for the Gugel property at 212 9th Ave NW was received on 12/10/2024 from a neighbor for appealing, attention-getting seasonal or holiday displays. The neighbor shared, "Gary and Sandra have been entertaining the community with their

elaborate Halloween decorations for more than 17 years. Each year, the display has expanded, incorporating animatronics, eerie displays, lighting effects and entertainment. This spooky spectacle has turned into a destination spot on Halloween night, drawing in over 300 children annually. It has brought joy to the neighborhood and is something worth celebrating."

The Community Beautification Committee met on Dec. 12, 2024 and voted unanimously to forward this property on for recognition.

ATTACHMENTS:

1. 212 9th Ave NW (Gugel Property)_Redacted
2. Gugel street view
3. Gugel 1
4. Gugel 2
5. Gugel 3
6. Gugel 4

FISCAL IMPACT:

n/a

STAFF IMPACT:

n/a

LEGAL REVIEW:

n/a

RECOMMENDATION:

Presentation only - no action required.

SUGGESTED MOTION:

Presentation only - no action required.



COMMUNITY BEAUTIFICATION RECOGNITION PROGRAM NOMINATION FORM

Use this form to nominate yourself, a business, neighbor, or any property you believe enhances the aesthetic appearance of the community. At least one (1) photograph of that great look is required with each nomination. Awardees will be recognized at a City of Mandan Commission Meeting and on the City's website, social media channels and in the monthly Mandan Messenger printed and e-newsletter.

NOMINEE INFORMATION *In this section, provide the information for the property being nominated.*

Name of Nominee (homeowner/resident/commercial property) **if known:* Gary and Sandra Gugel

Nominee Phone Number **if known:* _____

Nominee E-Mail Address **if known:* _____

***Address of property being nominated:** 212 9th Ave NW, Mandan

NOMINATED BY *In this section you will provide your contact information.*

☐ The information above is the same as this section. *(I'm the property owner)*

Name: _____

Phone Number: _____

E-Mail Address: _____

Do you wish to remain anonymous? ☒ Yes ☐ No

**By selecting "yes" if the person you are nominating is selected to be recognized, your name will not be released as the person who nominated the winner.*

CRITERIA *Eligibility is listed at www.cityofmandan.com/recognitionprogram.*

Select the criteria for your reason for nominating this property *(must meet at least one of the below criteria)*:

- ☐ Landscape maintenance or enhancements – existing or new
- ☐ Structural maintenance or enhancements – existing or new
- ☐ Overall aesthetic improvements
- ☒ Appealing, attention-getting seasonal or holiday displays

CRITERIA CONTINUED

Describe why you are nominating this property and the elements that contribute to the community's aesthetic appearance:

Gary and Sandra have been entertaining the community with their elaborate Halloween decorations for more than 17 years. Each year, the display has expanded, incorporating animatronics, eerie displays, lighting effects, and entertainment. This spooky spectacle has turned into a destination spot on Halloween night, drawing in over 300 children annually. It has brought joy to the neighborhood and is something worth celebrating.

At least one (1) photo of the property being nominated will need to be submitted via e-mail to kari.schmidt@cityofmandan.com with this nomination form.

PROPERTY OWNERS: By submitting photos for this program, you give the City of Mandan permission to use your photos on the www.cityofmandan.com website, City's social media channels and in the City's monthly printed and e-newsletter.



Yes, I give permission to use the photos of my property that were submitted.



I'm not the property owners. Please contact the property owner for permission to use photos submitted.

**If a nomination is submitted for a property other than your own, the City will acquire appropriate permission from the property owner.*

ADDITIONAL INFORMATION

Program eligibility, criteria and award selection information can be found at cityofmandan.com/recognitionprogram. Please call 701-667-3478 with issues submitting this form.











City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 29, 2025
SUBMITTING DEPARTMENT: Assessing
DEPARTMENT DIRECTOR: Kimberly Markley
PRESENTER: Kimberly Markley, City Assessor
SUBJECT: 2025 Homestead, Veterans & Primary Residence Credit Programs

STATEMENT/PURPOSE:

Public information

BACKGROUND/ALTERNATIVES:

Homestead Credit

- 65 years of age or older, or permanently and totally disabled.
- You must reside on the property for which the credit is claimed, as of the assessment date, and have an interest in the property.
- Your total income, plus the income of your spouse and any dependents, less out of pocket medical expenses may not exceed \$70,000 for the calendar year preceding the assessment date.
- For more information and questions please contact your local Assessing Office

Disabled Veterans Credit

- Veteran or surviving spouse of disabled veteran with a armed forces service-connected disability of 50% or greater with a honorable discharge
- Veteran/surviving spouse must own and occupy the property as of the assessment date
- For more information and questions please contact your local Assessing Office

The Primary Residence Credit was created during the 2023 Legislative Session.

- Provides up to a \$500 credit against your property taxes

- Applicant must own a home in North Dakota and reside in it as your primary residence.
- No age restrictions and only one Primary Residence Credit per household.
- Must apply online at tax.nd.gov/prc

You can apply for each program that is applicable to you.

ATTACHMENTS:

None

FISCAL IMPACT:

No fiscal impact to the City since the Tax Credits are reimbursed by the State of ND.

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

No motion requested information only.

SUGGESTED MOTION:

No motion requested, for information only.

The Mandan City Commission met in regular session at 5:00 PM on January 21, 2025 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, 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. *Public Input Meeting for Downtown Street Improvement Phase 1 on ~~Monday~~ Tuesday, Feb. 3, 2025 in Morton Mandan Public Library Community Room.* City Engineer Wigness provided an update on the Public Input Meeting for Downtown Street Improvement Phase 1.

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

E. MINUTES

1. *Consider approval of the following Board of City Commission Meeting Minutes:.*

a. *Jan. 7, 2025 Regular Meeting.* Commissioner Rohr moved and Commissioner Braun seconded to approve the Jan. 7, 2025 Regular Meeting Minutes. Roll Call vote: Aye 5, Nay 0. The motion passed.

b. *Jan. 14, 2025 Special Meeting, Working Session.* Commissioner Sjoberg moved and Commissioner Braun seconded to approve the Jan. 14, 2025 Special Meeting, Working Session Minutes. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. PUBLIC HEARING

1. *Consider a Preliminary Plat for Heart River Women's Transformational Center Addition.* Planner Stromme presented on the preliminary plat. 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. Commissioner Sjoberg moved, and Commissioner Heinsohn seconded to approve the preliminary plat for Heart River Women's Transformational Center Addition with the conditions presented by staff. Roll Call vote: Aye 5, Nay 0. The motion passed.

G. BIDS

H. CONSENT AGENDA

1. *Consider approval of monthly bills.*

2. *Consider a gaming site authorization for the Mule Deer Foundation Northern Badlands Chapter at Baymont Inn on Feb. 8.*

3. *Consider approval of revised Sidewalk and Driveway Specifications.*

4. *Consider approval of the raffle permit for ND Lions District 5 NW.* Commissioner Rohr

moved and Commissioner Braun seconded to approve consent agenda items 1-4 as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

5. *Consider a 2025 Budget Amendment for Building Inspections.* Commissioner Sjoberg requested to pull consent agenda item 5. Building Official Singer presented the item. Commissioner Sjoberg moved and Commissioner Heinsohn seconded to approve consent agenda item number 5 as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider allowing the Fire Department to enter into a contract with Pierce Manufacturing for the purchase of a new fire engine to be delivered in 2029.* Fire Chief Bitz presented the request. Commissioner Heinsohn moved and Commissioner Braun seconded to approve the Fire Department entering into a contract with Pierce Manufacturing for the purchase of a new fire engine to be delivered in 2029. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider Application to the 2025 RAISE Grant for the Mandan Proper Revitalization Project.* City Engineer Wigness presented the 2025 RAISE Grant for the Mandan Proper Revitalization Project. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve having the engineering department finalize the grant application and allocate the funds should the grant be awarded to the City. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Legislative Update.* Administrator Neubauer gave a legislative update regarding items from the 69th Legislative Assembly.

K. RESOLUTIONS AND ORDINANCES

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- *January, 28, 2025 at 5:30 p.m. Special Meeting, Working Session*
- *February 4, 2025 at 5:30 p.m., Regular Meeting*
- *February 11, 2025 at 5:30 p.m., Special Meeting, Working Session*
- *February 18, 2025 at 5 p.m., Regular Meeting*

N. ADJOURN There being no further business to come before the board, the meeting adjourned at 5:57 p.m.

James Neubauer
City Administrator

James Froelich
Board of City Commissioners

The Mandan City Commission met in regular session at 5:30 PM on January 28, 2025 in the Veterans Conference 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, Assistant Finance Director Schulz Police Chief Ziegler, Deputy Chief Bier, Captain Miller, Captain Haug, Fire Chief Bitz, Battalion Fire Chief Weltikol, Public Works Director O'Keefe, and Communications Specialist Schmidt.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

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

E. NEW BUSINESS

1. *Long Term Financial Planning.*

a. *Police Department - Chief Jason Ziegler.* Chief Ziegler presented the Police Department's requests for the next 5 years for operations and maintenance.

b. *Fire Department - Chief Mitch Bitz.* Chief Bitz presented the Fire Department requests for the next 5 years for operations and maintenance.

F. OTHER BUSINESS

G. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

Tuesday, Feb. 4 at 5:30 p.m., Regular Meeting.

Tuesday, Feb. 11 at 5:30 p.m. Special Meeting, Working Session.

Tuesday, Feb. 18 at 5 p.m., Regular Meeting.

Tuesday, Feb. 25 at 5:30 p.m., Special Meeting, Working Session.

H. ADJOURN There being no further business to come before the board, the meeting adjourned at 8:21 p.m.

James Neubauer
City Administrator

James Froelich
Board of City Commissioners



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 16, 2025
SUBMITTING DEPARTMENT: Planning
DEPARTMENT DIRECTOR: Andrew Stromme
PRESENTER: Andrew Stromme, City Planner
SUBJECT: Consider a request for a minor plat for Ramblewood 15th Addition.

STATEMENT/PURPOSE:

Consider a request for a minor plat for Ramblewood 15th Addition.

BACKGROUND/ALTERNATIVES:

Maria Higgins is requesting approval of a minor plat for Ramblewood 15th Addition.

Property History

The property appears to have been developed since the 1950s. In the early 2000s two structures were demolished on the property. One building remains in the southeast portion of the property. The property appears to have been operating as motor vehicle sales for the past ten plus years.

Minor Plat

The plat is .69 acres in size (30,000 acres) and the property has roughly three hundred feet of frontage along the memorial highway. The property is one hundred feet deep. The plat shows a ten foot utility easement.

Adjacent Properties Zoning, Land Use, and Future Land Use

This property is zoned MC - Heavy Commercial/Light Industrial Restricted. Properties to the Northwest, Southeast, and west are zoned MC - Heavy Commercial/Light Industrial. Properties to the Southwest are zoned CC - Commercial/Light Industrial Transition. The Future Land Use Plan designates this property as Industrial.

Additional Information and Public Outreach

- The application was received on December 16, 2024.

- This item as a minor plat does not require notices.

Staff Comments

- This property may be subject to driveway access consolidations resulting from the Memorial Highway reconstruct.

Findings of Fact Minor Plat

1. All technical requirements for approval of a minor plat have been met;
2. The proposed subdivision generally demonstrates an ability for the property to align with the Future Land Use Plan and other plans and studies;
3. The proposed plat is not located in the Special Flood Hazard Area or an area where the proposed development would adversely impact water quality and/or environmentally sensitive lands, or areas that are topographically unsuited for development;
4. The proposed plat is consistent with the general intent and purpose of the zoning ordinance;
5. The proposed plat is generally consistent with the master plan, other adopted plans, policies and accepted planning practice; and
6. The proposed plat would not adversely affect the public health, safety, and general welfare.

ATTACHMENTS:

1. Application
2. 24191 Ramblewood 15th Addition
3. Location Map

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

Staff recommends approval of Ramblewood 15th Addition.

SUGGESTED MOTION:

I move to approve Ramblewood 15th Addition.

CITY OF MANDAN		
Development Review Application		
☒	Minor Plat (\$300)	Zone Change (\$600)
☐	Preliminary Plat up to 20 acres (\$400)	Planned Unit Development (\$700)
☐	Preliminary Plat more than 20 acres (\$450)	Land Use and Transportation Plan Amendment (\$1,000)
☐	Final Plat up to 20 lots (\$400)	Vacation (\$500)
☐	Final Plat 21 to 40 lots (\$550)	Variance (\$400)
☐	Final Plat more than 40 lots (\$700)	Special Use Permit (\$450)
☐	Annexation (\$450)	Stormwater submittal (\$300)
☐	Masterplanned Subdivision (not accepted without preliminary plat) (\$250)	Stormwater 2 nd & subsequent resubmittal (\$50)
☐	Appeals to Administrative Denials (Variance to Non-zoning/Non-subdivision regulations) (\$250)	
Summary of Request (Add separate sheet(s) as necessary) Combine 6 Auditor Lots of Lot A lots into 1 Lot.		

Engineer/Surveyor			Property Owner or Applicant		
Name Mark R. Isaacs, RLS - ILSE, Inc.			Name Maria L. Higgins		
Address 4215 Old Red Trail NW			Address 2110 34th Avenue SE		
City Mandan	State ND	Zip 58554	City Mandan	State ND	Zip 58554
email mark@ilsurveynd.com			email		
Phone 701-595-2079		Fax	Phone 701-471-9727		Fax
If the applicant is not the current owner, the current owner must submit a notarized statement authorizing the applicant to proceed with the request.					

Location		Type		Existing Zone	Proposed Zone	Project Name
☒ City	☐ ETA	☐ New	☒ Addition	MC	MC	Ramblewood 15th Addition
Property Address				Legal Description		
3016 Memorial Highway SE, Mandan, ND				Auditor Lots 1, 2, 3, 4, 5, 6 of Lot A in		
Current Use				the Northwest Quarter		
Commercial						
Proposed Use						
Commercial				Section 36	Township 139	Range 81
Parcel Size 0.69 Acres	Building Footprint	Stories	Building SF	Required Parking		Provided Parking

Print Name Maria L. Higgins	Signature <i>Maria L. Higgins</i>	Date <i>Dec. 16, 2024</i>
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Office Use Only			
Date Received:	Initials: <i>ym</i>	Fees Paid: <i>\$300</i>	Date <i>12-17-2024</i>
Notice in paper		Mailed to neighbors	
P&Z meeting			
☐ Approved	Approved with conditions:		
☐ Denied			

RAMBLEWOOD 15TH ADDITION
TO THE CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA
AUDITOR LOTS 1, 2, 3, 4, 5, & 6 OF LOT A IN
THE NW 1/4 OF SECTION 36, T139N, R81W



PROPERTY DESCRIPTION

AUDITOR LOTS 1, 2, 3, 4, 5, 6 OF LOT A IN THE NORTHWEST QUARTER OF SECTION 36, TOWNSHIP 139 NORTH, RANGE 81 WEST OF THE 5TH PRINCIPAL MERIDIAN, CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA MORE PARTICULARLY DESCRIBED AS FOLLOWS,

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 36; THENCE NORTH 89° 10' 22" EAST A DISTANCE OF 688.75 FEET TO THE NORTHEAST RIGHT OF WAY LINE OF MEMORIAL HIGHWAY; THENCE SOUTH 53° 04' 32" EAST ON SAID RIGHT OF WAY LINE A DISTANCE OF 1076.20 FEET TO THE SOUTHEAST CORNER OF LOT 1, BLOCK 1 IN RAMBLEWOOD 12TH ADDITION; THENCE CONTINUING SOUTH 53° 04' 32" EAST ON SAID RIGHT OF WAY LINE A DISTANCE OF 299.88 FEET TO THE SOUTHWEST CORNER OF LOT 1, BLOCK 1 IN RAMBLEWOOD 8TH ADDITION; THENCE NORTH 36° 48' 22" EAST ON THE NORTHWEST LINE OF LOT 1, BLOCK 1 IN RAMBLEWOOD 8TH ADDITION A DISTANCE OF 100.00 FEET TO THE NORTHEAST CORNER OF LOT 1, BLOCK 1 IN RAMBLEWOOD 8TH ADDITION; THENCE NORTH 53° 04' 33" WEST A DISTANCE OF 300.12 FEET TO THE NORTHEAST CORNER OF LOT 1, BLOCK 1 IN RAMBLEWOOD 12TH ADDITION; THENCE SOUTH 36° 40' 03" WEST ON THE SOUTHEAST LINE OF LOT 1, BLOCK 1 OF RAMBLEWOOD 12TH ADDITION A DISTANCE OF 100.00 FEET TO THE POINT OF BEGINNING, CONTAINING 0.69 ACRES (30,000 SQUARE FEET), MORE OR LESS.

SURVEYOR'S CERTIFICATE

I, MARK R. ISAACS, A NORTH DAKOTA REGISTERED LAND SURVEYOR NO. 9628, HEREBY CERTIFY THAT I HAVE CAUSED TO BE A SURVEYED BY MY FORCES UNDER MY SUPERVISION THE PROPERTY DESCRIBED HEREON AND I HAVE PREPARED THE ACCOMPANYING PLAT; FURTHER, THAT DISTANCES INDICATED HEREON ARE IN FEET AND HUNDREDTHS OF FEET THEREOF, AND BEARINGS ARE INDICATED IN QUADRANTS AND DEGREES, MINUTES, AND SECONDS THEREOF; FURTHER, THAT SAID PLAT DOES TRULY SHOW THE SURVEY TO THE BEST OF MY KNOWLEDGE AND BELIEF.

MARK R. ISAACS, RLS 9628

OWNER'S CERTIFICATE OF DEDICATION

WE, THE UNDERSIGNED, BEING SOLE OWNERS OF THE LAND PLATTED HEREON, DO HEREBY VOLUNTARILY CONSENT TO THE EXECUTION OF SAID PLAT AND DO DEDICATE ALL THE STREETS, ALLEYS, PARKS, AND PUBLIC GROUNDS AS SHOWN HEREON, INCLUDING ALL SEWERS, CULVERTS, BRIDGES, WATERLINES, SIDEWALKS, AND OTHER IMPROVEMENTS ON OR UNDER SUCH STREETS, ALLEYS OR OTHER PUBLIC GROUNDS, WHETHER SUCH IMPROVEMENTS ARE SHOWN HEREON OR NOT, TO PUBLIC USE FOREVER. WE ALSO DEDICATE EASEMENTS TO RUN WITH THE LANDS FOR WATER, SEWER, GAS, ELECTRICITY, TELEPHONE, OR OTHER PUBLIC UTILITY LINES OR SERVICES UNDER, ON OR OVER THESE CERTAIN STRIPS OF LAND DESIGNATION AS "UTILITY EASEMENT".

MARIA L. HIGGINS

SUBSCRIBED AND SWORN BEFORE ME, AND NOTARY PUBLIC, THIS ____ DAY OF _____, 20__.

NOTARY PUBLIC.

APPROVAL OF THE BOARD OF CITY COMMISSIONERS

THE BOARD OF CITY COMMISSIONERS OF THE CITY OF MANDAN, NORTH DAKOTA, HAS APPROVED THE SUBDIVISION OF LAND SHOWN HEREON, HAS ACCEPTED THE DEDICATION OF ALL STREETS, ALLEYS, AND PUBLIC WAYS SHOWN HEREON LYING WITHIN THE CORPORATE LIMITS OF THE CITY OF MANDAN, HAS ACCEPTED THE DEDICATION OF ALL PARKS AND PUBLIC GROUNDS SHOWN HEREON. FURTHERMORE, SAID BOARD OF CITY COMMISSIONERS HAS APPROVED THE STREETS, ALLEYS, AND OTHER PUBLIC WAYS AND GROUNDS SHOWN HEREON AS AN AMENDMENT TO THE MASTER STREET PLAN OF THE CITY OF MANDAN, THE FOREGOING ACTION BY THE BOARD OF CITY COMMISSIONERS OF MANDAN, NORTH DAKOTA, HAS TAKEN BY RESOLUTION APPROVED THE ____ DAY OF _____, 20__.

JIM NEUBAUER - CITY ADMINISTRATOR

JAMES FROELICH - PRESIDENT OF THE BOARD
OF CITY COMMISSIONERS

I, JAREK WIGNESS, CITY ENGINEER FOR THE CITY OF MANDAN, NORTH DAKOTA, HEREBY APPROVES "RMBLEWOOD 15TH ADDITION" OF THE CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA AS SHOWN ON THE ANNEXED PLAT.

JAREK WIGNESS, PE

AREA TABLE

LOT 1	0.69 ACRES (30,000 SF)
TOTAL	0.69 ACRES (30,000 SF)

LEGEND

- FOUND SURVEY MONUMENT
- SET CAPPED REBAR "LS-9628"
- VACATED PARCEL LINE

NOTES:

- BEARINGS AND DISTANCES MAY VARY FROM PREVIOUS DOCUMENTS OF RECORD DUE TO DIFFERENT METHODS OF FIELD MEASUREMENTS.
- SUBJECT TO ALL EASEMENTS OF RECORD WHETHER SHOWN OR NOT SHOWN.

OWNER:
MARIA L. HIGGINS
2110 34TH AVENUE SE
MANDAN, ND 58554

RAMBLEWOOD 15TH ADDITION
LOTS 1,2,3,4,5,9 OF BLOCK A
IN NW 1/4, SEC. 36-139-81
MANDAN, NORTH DAKOTA

SHEET: 1 OF 1 JOB NUMBER: 24191
SCALE: 1"= 20' DWG REVISION DATES
DRAWN BY: MRI - -
DWG DATE: 12/6/24 - -
DWG NAME: 24191 Survey.dwg

Independent
Land
Surveying &
Engineering

4215 Old Red Trail NW
Mandan, ND 58554
Phone: 701-653-5184
Cell: 701-595-2079
mark@ilsurveynd.com



Zoning and Future Land Use Reference Map

Ramblewood 15th Addition

Zoning Map Key

- | | |
|---|---|
| Agriculture - City of Mandan | MD - Heavy Commercial/Heavy Industrial Restricted |
| Agriculture - Morton County | MHS - Trailer Park |
| CA - Neighborhood Commercial | PUD - Planned Unit Development |
| CB - Business Commercial | R3.2 - Residential Single & Two Family |
| CC - Commercial/Light Industrial Transition | R7 - Residential Single Family |
| DC - Downtown Core | RH - Residential Mobile Home Park |
| DF - Downtown Fringe | RM - Residential Multi-family Dwellings |
| Industrial - Morton County | RMH - Residential Mobile Home Subdivision |
| LSMHS - Trailer Park Subdivision | Residential - County Residential Zoning |
| MA - Heavy Commercial/Light Industrial | ROW - Right-of-Way |
| MB - Heavy Commercial/Heavy Industrial | City Limits |
| MC - Heavy Commercial/Light Industrial Restricted | ETA Line |
| | January '25 Planning Activities |

Zoning



Future Land Use Plan Key

- | |
|---------------------------------|
| Rural Residential |
| Low Density Residential |
| Medium Density Residential |
| High Density Residential |
| Commercial |
| Industrial |
| Public/Semi-Public |
| Public Land |
| Park |
| Greenways |
| Open Space |
| Open Water |
| Parcels |
| City Limits |
| ETA Line |
| Planning Activities |
| January '25 Planning Activities |

Future Land Use Plan





City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 17, 2025
SUBMITTING DEPARTMENT: Assessing
DEPARTMENT DIRECTOR: Kimberly Markley
PRESENTER: Kimberly Markley, City Assessor
SUBJECT: Abatements for Mark and Lynette Dagley; 2309 Memorial Hwy SE. Mandan ND 58554

STATEMENT/PURPOSE:

To consider corrections to the 2023 & 2024 full & true values for property located at 2309 Memorial Hwy SE Mandan ND 58554.

BACKGROUND/ALTERNATIVES:

This parcel is also known as parcel 65-5640000 with a legal description of Aud Lot 1 of Lot B of SE1/4 (Less .13A R/W & Lots A-B OF Lot 1) Mandan Lands .77 Acre.

A garage was valued that is no longer present and updates to building characteristics.

ATTACHMENTS:

1. 2023 - SIGNED_Redacted
2. 2024 SIGNED_Redacted

FISCAL IMPACT:

2023 All taxing entities = \$508.65, City Share = \$115.71
2024 All taxing entities = \$635.26, City Share = \$148.61

STAFF IMPACT:

N/A

LEGAL REVIEW:

Submitted to City Attorney Oster

RECOMMENDATION:

I recommend a motion to recommend approval to the Morton County Commission of the

City Commission

Agenda Documentation

February 4, 2025

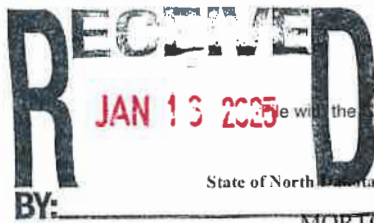
Subject: Consider a 2023 & 2024 abatement application for Dagley; 2309 Memorial Hwy SE

Page 2 of 2

2023 & 2024 Abatement Applications for Mark and Lynette Dagley 2309 Memorial Hwy SE as presented.

SUGGESTED MOTION:

I move to recommend approval to the Morton County Commission of the 2023 & 2024 Abatement Applications for Mark and Lynette Dagley 2309 Memorial Hwy SE as presented.



Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

JAN 13 2025

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota

Assessment District CITY OF MANDAN

County of MORTON

Property I.D. No. 65-5640000

Name DAGLEY/MARK & LYNETTE

Telephone No. [REDACTED]

Address 3329 29TH ST, NEW SALEM, ND 58563-0000

Legal description of the property involved in this application:

AUD LOT 1 OF LOT B OF SE1/4 (LESS .13A R/W & LOTS A-B OF LOT 1) MANDAN LANDS .77 ACRE

Total true and full value of the property described above for the year 2023 is:

Land \$ 167,700
Improvements \$ 240,300
Total \$ 408,000
(1)

Total true and full value of the property described above for the year 2023 should be:

Land \$ 167,700
Improvements \$ 204,100
Total \$ 371,800
(2)

The difference of \$ 36,200.00 true and full value between (1) and (2) above is due to the following reason(s):

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☐ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application
- ☒ 10. Other (explain) Updates to year built of structures and removal of garage that was no longer present

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ _____ Date of purchase: _____
Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
Was there personal property involved in the purchase price? _____ yes/no
Estimated value: \$ _____
2. Has the property been offered for sale on the open market? _____ yes/no
If yes, how long? _____
Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ yes/no
Purpose of appraisal: _____
Market value estimate: \$ _____
Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that _____

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant)

Date

Signature of Applicant

Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____
On _____, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____

City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached.

Dated _____

County Auditor
Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?	Year

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

County Auditor _____ Date _____

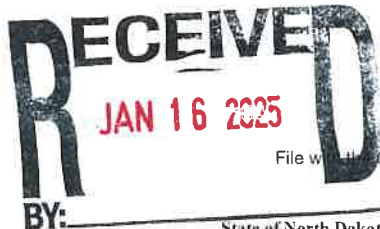
Application For Abatement
Or Refund Of Taxes

Name of Applicant Marta Lynette Dooley

County Auditor's File No. 6672

Date Application Was Filed With The County Auditor 1-16-2025

Date County Auditor Mailed Application to Township Clerk or City Auditor 1-16-2025
(must be within 180 business days of filing date)



Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota

Assessment District CITY OF MANDAN

County of MORTON

Property I.D. No. 65-5640000

Name DAGLEY/MARK & LYNETTE

Telephone No. [REDACTED]

Address 3329 29TH ST, NEW SALEM, ND 58563-0000

Legal description of the property involved in this application:

AUD LOT 1 OF LOT B OF SE1/4 (LESS .13A R/W & LOTS A-B OF LOT 1) MANDAN LANDS .77 ACRE

Total true and full value of the property described above for the year 2024 is:

Land \$ 234,800
Improvements \$ 241,100
Total \$ 475,900
(1)

Total true and full value of the property described above for the year 2024 should be:

Land \$ 234,800
Improvements \$ 195,800
Total \$ 430,600
(2)

The difference of \$ 45,300.00 true and full value between (1) and (2) above is due to the following reason(s):

- ☐ 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☐ 2. Residential or commercial property's true and full value exceeds the market value
- ☐ 3. Error in property description, entering the description, or extending the tax
- ☐ 4. Nonexisting improvement assessed
- ☐ 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- ☐ 6. Duplicate assessment
- ☐ 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8. Error in noting payment of taxes, taxes erroneously paid
- ☐ 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- ☒ 10. Other (explain) Updates to year built of structures and removal of garage that was no longer present

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5

1. Purchase price of property: \$ _____ Date of purchase: _____
Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
yes/no
2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
yes/no
Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ Purpose of appraisal: _____
yes/no
Market value estimate: \$ _____
Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that _____

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12-1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant)

Date

Signature of Applicant

Date

24775
(2-2016)

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of _____
On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____
City Auditor or Township Clerk _____

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 37-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application in whole or in part for the following reason(s): _____
Written explanation of the rationale for the decision must be attached.

Dated _____
County Auditor _____
Chairperson _____

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

Application For Abatement
Or Refund Of Taxes

Name of Applicant Mark + Lynette Daigley
County Auditor's File No. 6673

Date Application Was Filed With The County Auditor 1-16-2025
Date County Auditor Mailed Application to Township Clerk or City Auditor 1-16-2025
(must be within five business days of filing date)

County Auditor _____ Date _____



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 28, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider approval of Department of Water Resources construction funding applications.

STATEMENT/PURPOSE:

To consider and possibly approve applications to the State Water Commission (SWC) for construction funding for the 2025 Reconstruction Project (Water & Sewer Improvement District 65) and the Water Treatment Plant Phase III Optimization project.

BACKGROUND/ALTERNATIVES:

Since 2008, the Monte Drive neighborhood has experienced 27 water main breaks. The water main is cast iron pipe installed in the 1950's. Planned improvements are to include water main replacement and restoration.

The WTP Phase III Optimization Project currently has an estimated total project cost of \$12,500,000.00. Construction costs are eligible for SWC Cost-Share participation and can be submitted for consideration at the April 10, 2025, SWC Meeting. The SWC requires all requests be submitted 45 days prior or February 24, 2025. Currently, the bid opening for the project is anticipated to be March 20, 2025. Actual construction costs will be known and updated prior to the SWC Meeting on April 10th.

The City is seeking construction funding from SWC to fund up to 60% of all eligible water-related items. The City was previously approved for SWC Cost-Share for preconstruction fees for both projects.

ATTACHMENTS:

None

FISCAL IMPACT:

If the City were to receive 60% grant funding on all eligible water items, we would expect to receive about \$4.2M in funding of the \$9.5M reconstruction project and about \$7.5M of the \$12.5M WTP Phase III Optimization project.

STAFF IMPACT:

Significant time and effort working alongside consultants on each of these projects.

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

To approve the applications to the State Water Commission for construction funding, as presented.

SUGGESTED MOTION:

I move to approve the applications to the State Water Commission for construction funding, as presented.



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 28, 2025
SUBMITTING DEPARTMENT: HR
DEPARTMENT DIRECTOR: Thomas Jackson
PRESENTER: Amy Berger, HR Director
SUBJECT: Consider approval of an employee request for unpaid leave.

STATEMENT/PURPOSE:

To approve the request for unpaid leave.

BACKGROUND/ALTERNATIVES:

City of Mandan employee, Katherine Ford, is requesting leave without pay from 02/10/2025 - 02/14/2025. The reason for this request is due to employee not having significant leave to cover these pre-planned days off.

Within the municipal code, under section Sec. 20-7-13 -Leave without pay, it states:

All leave without pay exceeding three days must be recommended by the city administrator and approved by the board of city commissioners and shall not be granted for a period longer than six months unless an extension is approved by the board of city commissioners.

This request has been reviewed by the City Administrator, the Department Director, and the HR Director and it is recommended to approve the leave without pay from 2/10/2025 - 2/14/2025 for employee Katie Ford.

ATTACHMENTS:

None

FISCAL IMPACT:

NA

STAFF IMPACT:

NA

LEGAL REVIEW:

NA

RECOMMENDATION:

To approve the request as presented.

SUGGESTED MOTION:

I move to approve the request for unpaid leave as presented.



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 28, 2025
SUBMITTING DEPARTMENT: Police Department
DEPARTMENT DIRECTOR: Jason Ziegler
PRESENTER: Jason Ziegler, Police Chief
SUBJECT: Consider approval of the raffle permit for Vietnam Vets/Legacy Vets Motorcycle Club Chapter 8

STATEMENT/PURPOSE:

Consider approval of the raffle permit for Vietnam Vets/Legacy Vets Motorcycle Club Chapter 8

BACKGROUND/ALTERNATIVES:

One-time 50/50 raffle for the Vietnam Vets/Legacy Vets Motorcycle Club Chapter 8. To be held at the Mandan Moose on February 21, 2025.

ATTACHMENTS:

1. Raffle Permit 2025-12

FISCAL IMPACT:

N/A

STAFF IMPACT:

N/A

LEGAL REVIEW:

N/A

RECOMMENDATION:

I recommend approving the raffle permit for Vietnam Vets/Legacy Vets Motorcycle Club Chapter 8.

SUGGESTED MOTION:

I move to approve the raffle permit for Vietnam Vets/Legacy Vets Motorcycle Club Chapter 8.

City Commission

Agenda Documentation

February 4, 2025

Subject: Consider approval of the raffle permit for Vietnam Vets/Legacy Vets Motorcycle Club Chapter 8

Page 2 of 2

**LOCAL PERMIT OR RESTRICTED EVENT PERMIT**

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 17926 (11-2023)

Permit Number

2025-12

Permit Type (check one)



Local Permit



Restricted Event Permit*

Games Authorized



Raffle by a Political or Legislative District Party



Bingo



Raffle



Raffle Board



Calendar Raffle



Sports Pool



Poker*



Twenty-One*



Paddlewheels*

See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.*LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS****ORGANIZATION INFO**

Name of Organization or Group Vietnam Vets / Legacy Vets Motorcycle Club Chapter 8		Dates Authorized (Read Instruction 2) February 21st, 2025	
Organization or Group Contact Person Dave Geiss	E-mail N/A	Telephone Number 701-220-6672	
Mailing Address 803 Adobe Trail	City Mandan	State ND	ZIP Code 58554

SITE INFO

Site Name Mandan Moose Club		County Morton	
Site Address 111 11th Ave NE	City Mandan	State ND	ZIP Code 58554
If the city or county is placing restrictions on the permit, please explain N/A			
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) One time 50/50 ticket raffle to be held at Mandan Moose on 2/21/25 during a spaghetti feed.			

Permits must be issued prior to the 1st event date.

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:

- a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:

(1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.

(2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

CITY OR COUNTY CONTACT PERSON

Printed Name of City or County Official Michael Breid	Title of City or County Official Sergeant	Telephone Number 701-667-3250	E-mail Address mbreid@mandanpd.com
Signature of City or County Official 		Date 01/28/2025	Issuing Governing Body ☒ City ☐ County

City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.

Information required to be preprinted on a standard raffle ticket:

1. Name of Organization;
2. Ticket Number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player or option to convert a **merchandise** prize to a cash prize that is limited to the lesser of the value of the merchandise prize or six thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. Print the authorizing city or county and permit number
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time of the drawing or drawings and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an non-guaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

North Dakota Administrative Code 99-01.3-05-02(4) states that an employee may not sell a ticket on a site where another organization is licensed or has a permit unless the employee is granted permission by the lessor and other organization.

North Dakota Administrative Code 99-01.3-05-01 through 99-01.3-05-05 (Raffles) in its entirety can be reviewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

INSTRUCTIONS:

After a city or county governing board has authorized an organization to receive a local permit or restricted event permit, the city or county must complete the form.

1. Enter the city or county assigned "Permit Number".
2. Enter the beginning and ending date(s) for which the permit is authorized. **Note: Unexact blanket dates will not be accepted**
 - a. A permit must be on a fiscal year basis from July first to June thirtieth or on a calendar year basis.
 - b. A local permit can be issued for one or more events per fiscal year.
 - c. The "Dates Authorized" must only be the actual dates of the event(s) and does not include the dates the organization is selling tickets.
 - d. For a "one time" event permit, the beginning and ending date for "Dates Authorized" is the date of the event date.
 - e. If a local permit is issued for more than one event, enter the date of the first event as the beginning date and the date of the last event as the ending date.
 - f. A permit may not be issued more than twelve months prior to the first raffle drawing date.
 - g. A restricted event permit may be issued for only one event per year. If the organization has received a local permit during a fiscal year, it may not receive a restricted event permit. If the organization received a restricted event permit during the fiscal year, it may not receive a local permit.
3. Permits must provide the specific dates of event(s), site name, and site physical address. If there are multiple event dates that do not fit on the permit, a separate sheet must be submitted with the permit that provides a list of all event dates.
4. Enter any restriction place on the organization or group, such as days of the week or designation of an area at a site where games may be conducted.
5. When a restricted event permit is issued, provide a "Report on a Restricted Event Permit (SFN 52880)" form to the organization or be sure they know the form is available at <https://attorneygeneral.nd.gov/licensing-and-gaming/licensing/charitable-gaming> by scrolling to the bottom of the page.
6. Give the organization or group the completed permit form, keep a copy for your records, and **send a copy within 14 days** by email to agogaming@nd.gov, fax to (701) 328-3535 or by mail to:

Office of Attorney General
Gaming Division
600 E Blvd Ave, Dept. 125
Bismarck, ND 58505-0040

If you have questions on the local permit or restricted event permit process, please call: 1-800-326-9240



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (9-2023)

PD 2500
CC 1-24-25SM

Applying for (check one)

☐

Local Permit

☐

Restricted Event Permit*

Games to be conducted

☐

Raffle by a Political or Legislative District Party

☐

Bingo

☐

Raffle

☐

Raffle Board

☐

Calendar Raffle

☐

Sports Pool

☐

Poker*

☐

Twenty-One*

☐

Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group CHAPTER B VIETNAM VETS, LEGACY VETS MOTORCYCLE CLUB		Dates of Activity (Does not include dates for the sales of tickets) 21 FEB 25	
Organization or Group Contact Person DAVE GEISS	E-mail N/A	Telephone Number 701-220-6672	
Business Address 803 ADOBE TRAIL	City MANDAN	State ND	ZIP Code 58554
Mailing Address (if different) SAME	City -	State -	ZIP Code -

SITE INFO

Site Name MANDAN MOOSE CLUB		County MORTON	
Site Physical Address 111 112 AVE NE	City MANDAN	State ND	ZIP Code 58554
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) 21 FEB 25 RAFFLE TO BE DRAWN DURING SPAGHETTI DINNER			

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
	50/50 DRAWING 1/2 OF TOT TICKETS PURCHASED	UNKNOWN
Total (limit \$40,000 per year)		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds Donation to Operation Zero and suicide prevention for ND VETS.	
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240) ☐ Yes ☒ No	
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit) ☐ Yes ☒ No	
Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) ☒ No ☐ Yes - Total Retail Value: (This amount is part of the total prize limit for \$40,000 per fiscal year)	
Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.) ☐ Yes ☒ No	

Printed Name of Organization Group's Permit Organizer DAVE GEISS	Telephone Number 701-220-6672	E-mail Address N/A
Signature of Organization Group's Permit Organizer	Title SECRETARY	Date 24 JAN 25

Information required to be preprinted on a standard raffle ticket:

1. Name of organization;
2. Ticket number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player, or option to convert a merchandise prize to a cash prize that is limited to the lesser of the value of the merchandise prize or eight thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. For an organization that has a permit, print the authorizing city or county and permit number;
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time for each drawing and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and physical street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of a ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an unguaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

PRIZE RESTRICTIONS:

A single cash prize cannot exceed \$8,000

The retail value of a merchandise prize cannot exceed \$8,000.

The **total** of all cash prizes and retail value of all merchandise prizes for all games cannot exceed \$40,000 per year.

If the value of the planned cash and merchandise prizes exceed \$40,000, the organization or group must reduce the prizes to this limit or a nonprofit corporation may apply for a state gaming license with the Office of Attorney General.

LOCAL PERMIT AND RESTRICTED EVENT PERMIT DIFFERENCES:

	<u>Local Permit</u>	<u>Restricted Event Permit</u>
Number of events per year	Limited by prizes	One
Must file an information report	Yes, if political party	Yes
May pay employees compensation	Yes	No
Must use chips as wagers	No	Yes
Use of net income	Unrestricted	Restricted
Games allowed	Bingo Raffles Sports Pools	Bingo Raffles Sports Pools Poker Twenty-One Paddlewheels

Compared to a "Local Permit," an organization or group with a "Restricted Event Permit" may conduct three more game types, but is restricted to one event per year, must file a "Report on a Restricted Event Permit" with the city or county and Office of Attorney General, and disburse net income to eligible uses. These uses are described by North Dakota Century Code 53-06.1-11.1(2) and North Dakota Administrative Code 99-01.3-14-02. Refer to the backside of the "Report on a Restricted Event Permit" form for a general list of eligible uses.

For a Restricted Event Permit, one method to ensure that the total of all cash prizes and retail value of all merchandise prizes do not exceed \$40,000 is to charge each player a standard amount at the start of the event for a certain number or value of chips. If a player loses all of the player's chips, the player may re-buy chips. The player would play games and, at the end of the event, the organization would auction merchandise prizes to the players. The player who bid the highest number or value of chips for a prize would win that prize. For those players who have chips but did not successfully bid on a prize, the organization may redeem the chips for a predetermined cash value per chip. For this method, the value of the players' chips redeemed for cash is no a prize.



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: February 3, 2025
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: Amended Gaming Site Authorization for Matpac Wrestling Club at Stage Stop

STATEMENT/PURPOSE:

Amended gaming site authorization for Matpac Wrestling

BACKGROUND/ALTERNATIVES:

Received an amended gaming site authorization for Matpac Wrestling Club, Inc at Stage Stop on Jan. 24. The group is adding a Prize Board Dispensing Device to their application which runs from now through June 30, 2025.

ATTACHMENTS:

1. Stage Stop Amended Site Authorization - MatPac adding Prize Board Dispensing Device

FISCAL IMPACT:

n/a

STAFF IMPACT:

n/a

LEGAL REVIEW:

n/a

RECOMMENDATION:

Approve

SUGGESTED MOTION:

I move to approve the amended gaming site authorization for Matpac Wrestling Club,

City Commission

Agenda Documentation

February 4, 2025

Subject: *Consider approval of an amended gaming site authorization for Matpac Wrestling Club,
Inc at Stage Stop through June 30, 2025*

Page 2 of 2

Inc at Stage Stop through June 30, 2025.



GAMING SITE AUTHORIZATION
ND OFFICE OF ATTORNEY GENERAL
SFN 17996 (4-2023)

G - _____ (_____) _____
Site License Number
(Attorney General Use Only)

Full, Legal Name of Gaming Organization

Matpac Wrestling Club, Inc.

This organization is authorized to conduct games of chance under the license granted by the North Dakota Attorney General at the following location

Name of Location

Stage Stop

Street 611 6th Avenue SE	City Mandan	ZIP Code 58554	County Morton
Beginning Date(s) Authorized 2/1/24	Ending Date(s) Authorized 6/30/25	Number of Twenty-One tables, if zero, enter "0" 2	

Specific location where games of chance will be conducted and played at the site (required)

Games will be conducted in bar area, excluding the restrooms.

If conducting **Raffle** or **Poker** activity provide date(s) or month(s) of the event(s) if known

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization must provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

☒ Bingo	☐ Club Special	☐ Sports Pools
☐ ELECTRONIC Quick Shot Bingo	☐ Tip Board	☒ Twenty-One
☒ Raffles	☐ Seal Board	☒ Poker
☐ ELECTRONIC 50/50 Raffle	☐ Punchboard	☐ Calcuttas
☒ Pull Tab Jar	☐ Prize Board	☐ Paddlewheel with Tickets
☒ Pull Tab Dispensing Device	☒ Prize Board Dispensing Device	☒ Paddlewheel Table
☒ ELECTRONIC Pull Tab Device		

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

If any information above is false, it is subject to administrative action on behalf of the State of North Dakota Office of Attorney General

APPROVALS

Attorney General	Date
Signature of City/County Official	Date

PRINT Name and official position of person signing on behalf of city/county above

INSTRUCTIONS:

1. City/County - Retain a **copy** of the Site Authorization for your files.
2. City/County - Return the **original** Site Authorization form to the Organization.
3. Organizations - Send the **original, signed**, Site Authorization to the Office of Attorney General with any other applicable licensing forms for final approval

RETURN ALL DOCUMENTS TO:

Office of Attorney General
Licensing Section
600 E Boulevard Ave, Dept. 125
Bismarck, ND 58505-0040
Telephone: 701-328-2329 OR 800-326-9240



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 22, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider Hydro Instruments Sole Source Justification Letter

STATEMENT/PURPOSE:

To consider and possibly approve sole sourcing Hydro Instruments as the chlorine feed equipment manufacturer for the WTP Phase III Optimization Project and pre-negotiating equipment pricing.

BACKGROUND/ALTERNATIVES:

The WTP Phase III Optimization Project will replace portions of the existing chlorine feed equipment due to some of the existing equipment being near the end of its useful life. The WTP currently uses Hydro Instruments equipment for chlorine feed; the emergency gas shutoff system, chlorine feed control panel, and the chlorine gas ejector assemblies will be replaced while other chlorine feed system components remain in service.

Two manufacturers (Hydro Instruments and one other) were identified with technology like that currently used at the WTP. The other manufacturer was vetted by WTP staff and staff preferred Hydro Instruments to maintain consistency in operations, potentially reduce costs by reusing existing components, and to limit downtime during construction. Budgetary costs were received from both manufacturers and were similar in magnitude (anticipated cost between \$20,000 to \$25,000).

ATTACHMENTS:

1. Justification Letter

FISCAL IMPACT:

The budget for the project includes replacement of the chlorine feed equipment and there is no impact currently. Final costs of the equipment will be realized once the

design is complete and costs are pre-negotiated.

STAFF IMPACT:

Minimal.

LEGAL REVIEW:

All items have been forwarded to the City Attorney office.

RECOMMENDATION:

To approve sole sourcing Hydro Instruments as the chlorine feed equipment manufacturer for the Mandan WTP Phase III Optimization Project and to allow staff to pre-negotiate pricing for this equipment.

SUGGESTED MOTION:

I move to approve sole sourcing Hydro Instruments as the chlorine feed equipment manufacturer and authorize staff to pre-negotiate pricing for this equipment.



January 21, 2025

North Dakota Department of Environmental Quality
Bryan Schmitt, PE
Environmental Engineer
4201 Normandy St.
Bismarck, ND 58503-1324

Re: City of Mandan WTP Phase III Optimization – Justification to Sole Source Hydro Instruments Chlorine Feed Equipment

Dear Mr. Schmitt:

The City of Mandan (City) is requesting permission to sole source Hydro Instruments' Chlorine Feed Equipment for their Water Treatment Plant (WTP) Phase III Optimization Project. The justification for sole sourcing Hydro Instruments Chlorine Feed Equipment is to maintain operational consistency for process and controls.

The WTP Phase III Optimization Project will replace portions of the existing chlorine feed equipment due to some of the existing equipment being near the end of its useful life. The WTP currently uses Hydro Instruments equipment for chlorine feed; the emergency gas shutoff system, chlorine feed control panel, and the chlorine gas ejector assemblies will be replaced while other chlorine feed system components remain in service.

Advanced Engineering and Environmental Services, LLC. (AE2S) has reviewed chlorine feed equipment from Siemens Wallace and Tiernan, which is Hydro Instruments' primary competitor for chlorine feed equipment in this region. Costs for the two manufacturers are similar. Hydro Instruments chemical feed equipment will allow for seamless integration with the current controls during construction which will help to limit shutdowns, ease startup, and allow for the potential of reusing existing components which will reduce costs.

AE2S received a proposal from Hydro Instruments dated 12/06/2024 in the amount of \$19,634.00 for the current design progress. This cost is subject to change depending on market conditions for materials and any design modifications from now until bidding.

Thank you for your consideration to sole source with Hydro Instruments for chlorine feed equipment on the Phase III Optimization Project.



Sincerely,

AE2S

Tyler Fode, PE
Senior Project Engineer

Attachments:

- Hydro Instruments Correspondence
- Hydro Instruments Equipment Data

CC: Jarek Wigness, City of Mandan (email)
Duane Friesz, City of Mandan (email)
Laith Hintz, AE2S (email)

Jessica Cooper

From: Kollin Syverson <kollin.syverson@hawkinsinc.com>
Sent: Friday, December 6, 2024 10:08 AM
To: Jessica Cooper
Cc: Tyler Fode; kfritze@gnenv.com; Matt Fritze
Subject: RE: Mandan WTP Phase III Optimization - Chlorine Ejectors, Actuators, and Feed Panel replacements
Attachments: Wall Panel Info.pdf; Bulletin WP 100819.pdf; OV-110 manual.pdf; Hydro Instruments Ejector Mandan.pdf; 9.8_GFPS-Ball valve type 127 PVC-U -199127208.pdf; Bulletin OV-110.pdf

Good morning Jess, the current wall panels at Mandan were installed over 11 years ago. There have been some numbering changes as to how they are built, so I have included both and what the recommended build should be. Both the wall panels and ejectors would be in kind replacements. I have listed the items below and budget costs. Please let me know if you need anything further.

The chlorine feed panels would be as follows:

WPOV-110C3M1250020G to include: \$7467.00 each

- Omni 110 Controller, panel mounted
- ½" bypass piping
- 500 PPD 6" flowmeter
- Vacuum Gauge, panel mounted
-

Ejector is an EJO-500-CL2/.290/.560 500 ppd \$850.00 each

- .290 Nozzle
- .560 Throat

I don't see that we supplied the actuator valves back then, but I have included information on the actuator valves that we currently use.

\$1500.00 each

Thank you

Kollin Syverson | Hawkins, Inc.

Branch Manager, Washburn
2576A Industrial Drive, Washburn, ND 58577
D: 701-462-8588 | M: 701-460-1178
kollin.syverson@hawkinsinc.com

From: Jessica Cooper <Jessica.Cooper@AE2S.com>
Sent: Tuesday, November 26, 2024 3:21 PM
To: Kollin Syverson <kollin.syverson@hawkinsinc.com>
Cc: Tyler Fode <Tyler.Fode@AE2S.com>; kfritze@gnenv.com; Matt Fritze <MFritze@gnenv.com>
Subject: Mandan WTP Phase III Optimization - Chlorine Ejectors, Actuators, and Feed Panel replacements

*** * * EXTERNAL SOURCE ALERT * * ***

CAUTION: Please use proper judgment when opening attachments, clicking links, or responding to this email.

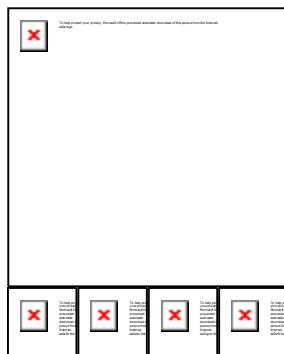
Kollin,

Thanks so much for taking the time to chat while you're on the road. Here's the information we have and what we're looking for. If you're able to get this to us next week, that would be great.

1. Chlorine System requests:

- a. Can you provide information on the existing installation for the ejector, automatic feed panels, and actuators?
- b. Can you provide recommendations for replacements, including costs, product data sheets, drawings and schematics? These would be replacements in-kind.

Thank you, and have a fantastic Thanksgiving.



Jess Cooper
Engineer-in-Training

Jessica.Cooper@ae2s.com

Office: 801.331.8489

3400 North Ashton Blvd
Suite 105
Lehi, UT 84043

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Series 110 Omni-Valve Automatic Control Valve

The valve that does it all.

- Excellent accuracy
- Perfect repeatability
- Maximum versatility
- Remote adjustment & monitoring
- Gas or Liquid service
- Designed for minimal wear and long life

With the capability of operating in eight different control modes, handling a wide range of chemicals, covering an even larger range of capacities and having a multitude of control options, adjustment features and settings; the Hydro Instruments Series 110 Omni-Valve is truly an all-in-one automatic control valve for chemical feed.



Control Options:

1. Manual
2. Proportional (i.e. Flow Pacing)
3. Set Point—Residual
4. Set Point—ORP
5. Compound Loop (i.e. PID)
6. Step Feed
7. Dual Input Feed Forward
8. Dual Set Point

Control modes are field selectable and can be changed at any time.

Features:

- Backlit display (LCD)
- Modbus Communication (RS485)
- Remote Automatic / Manual control
- Remote Duty / Standby control
- 3x 4-20mA analog inputs:
Flow, Residual/ORP and Remote Dosage
- 2x 4-20mA analog outputs:
Feed rate and/or Process Variable #1
- 2x SPDT alarm relays
- Linear Operation—Eliminates all rotating motion, rotary drive shafts & gears
- V-notch feed control

Due to Hydro Instruments' innovative approach to manufacturing, the Omni-Valve is the industry's first true directly linear drive control valve design. This linear design provides vast improvements over problematic rotary driven valves. The Omni-Valve is the clear industry leader; offering eight different control modes and a vast array of flexible settings and features. Hydro Instruments' state-of-the-art microprocessor technology, highest quality materials of construction, precision machining and minimal number of moving parts make the Omni-Valve extremely reliable over long periods of continuous operation and truly the best automatic control valve on the market.



Basic Specifications

Maximum Capacity

Chlorine:	3,000 PPD / 60 Kg/h Cl_2
Sulfur Dioxide:	3,000 PPD / 60 Kg/h SO_2
Ammonia:	1,000 PPD / 20 Kg/h NH_3
Carbon Dioxide:	2,400 PPD / 48 Kg/h CO_2

Available Connections

Up to 250 PPD:	1/4" NPT inlet / outlet
Up to 500 PPD:	1/2" NPT inlet / outlet
Up to 2000 PPD:	1" NPT inlet / outlet
3000 PPD:	1.5" Socket inlet / outlet

Communication

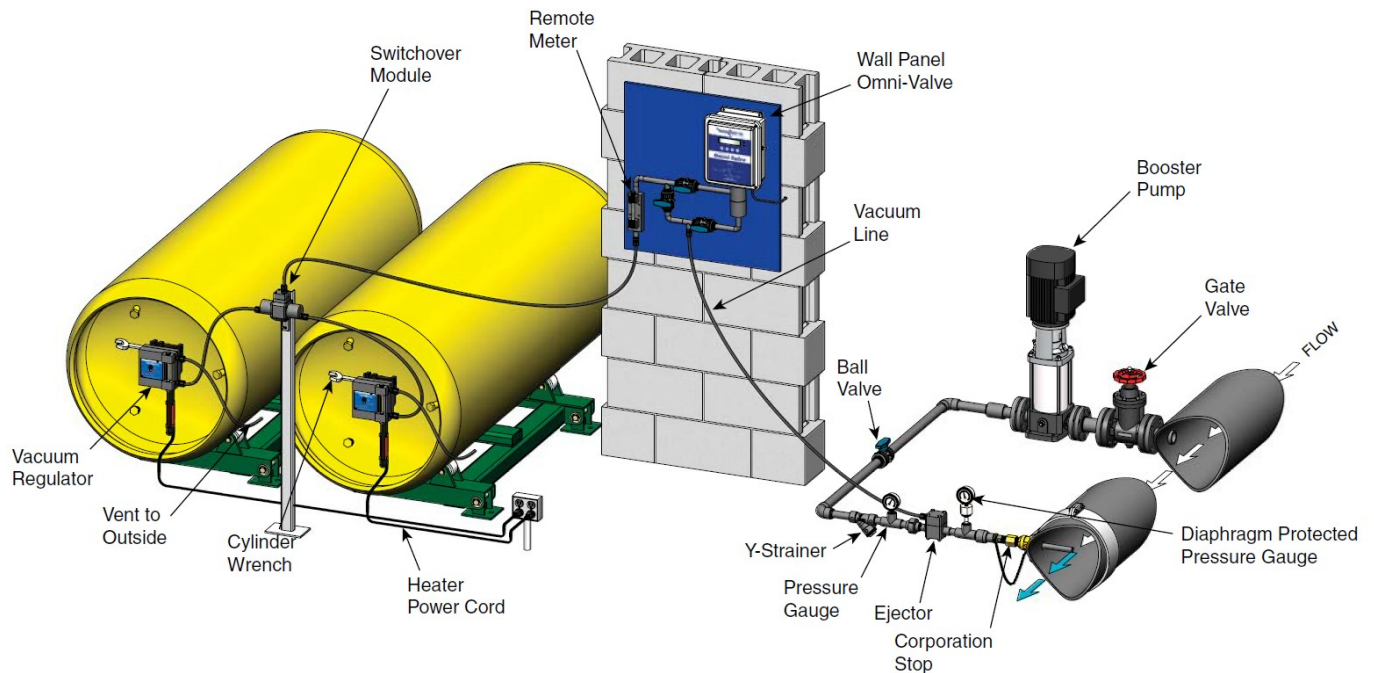
Modbus:	RS485 RTU
Profibus:	Optionally supported
Analog Inputs:	(3x) 4-20mA Flow, Residual/ORP, Remote dosage
Analog Outputs:	(2x) 4-20mA Gas feed rate and/or Process variable No.1
Relays:	(2x) 10A SPDT
VDC Contacts:	(4x) 12-24 VDC inputs for Step Feed control, Duty / Standby and var. other features.

Electrical

AC Power:	100-240 VAC 50/60 Hz
DC Power (optional):	12 VDC

Warranty

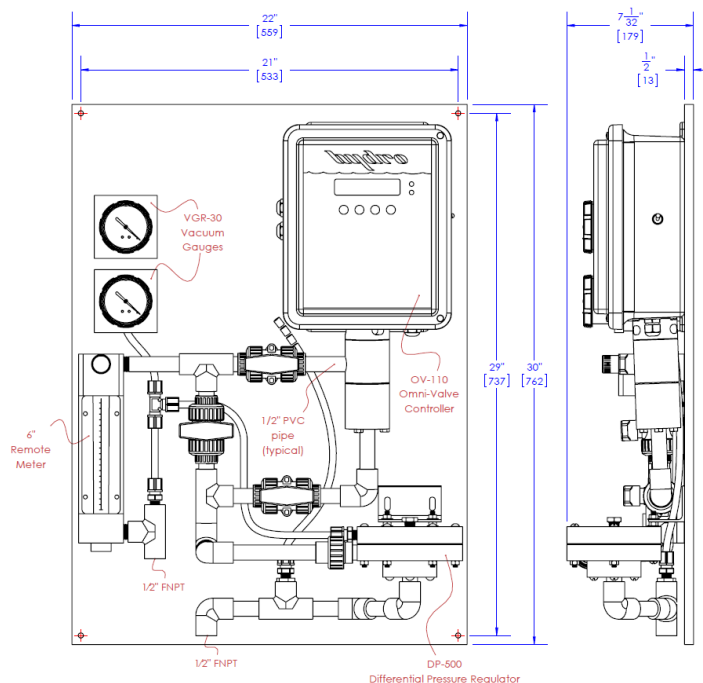
Coverage:	1 year (Limited)
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Wall Mounted Panels

Wall panel solutions offer the ability to panel mount equipment such as the Omni-Valve line of automatic control valves and other accessories.

- Wall panel mounting simplifies the installation process and keeps the mounted equipment easy to access for operation and maintenance. Panels mount flush to the wall
- Schedule 80 PVC bypass piping and valve arrangements make it easy to rout flow around equipment so that it can be removed for service without interrupting chemical feed.
- Panel mounting minimizes the equipment footprint, conserving space and eliminates bulky & expensive cabinets.
- Panels are constructed using the highest quality high density polyethylene (HDPE) plastic.
- Panel sizing has been standardized for the most common configurations. Custom sizes are also available.



Wall Panel Benefits & Features:

- Reduced cost compared to cabinets
- Compact all-in-one automated feed control
- Convenient and easy access to equipment
- Gas or liquid feed with a wide range of capacities
- Custom arrangements available. Wall panels can be made-to-order to fit application specific requirements.
- Optional vacuum Instrumentation:
 - Vacuum gauges
 - Vacuum switches
 - Electronic vacuum monitors
- Optional differential pressure regulation
- Optional gas flowmeter with 4-20mA output for higher capacities.



Wall Panel Omni-Valve Ordering Information

Series 110 Omni-Valve—Gas feed up to 3000 PPD (60 kg/h)

Model No.	WPOV-110-	A	B	C	D	E	F
Position	Feature	Description					
A. Gas Type	C	Chlorine (Cl ₂)					
	D	Carbon Dioxide (CO ₂)					
	S	Sulfur Dioxide (SO ₂)					
B. Valve Body: Size & Maximum Capacity	3	1/2" NPT inlet/outlet (0.5-600 PPD / 0.03-12 Kg/h—Use w/ 3" & 6" flow meters)					
	4	1" NPT inlet/outlet (125-2,000 PPD / 2.5-40 Kg/h—Use w/ 12" flow meters)					
	5	1.5 Socket inlet/outlet (3,000 PPD / 60 Kg/h—Use w/ 12" flow meter)					
C. Feed Rate	*	Flow Meter & V-notch Stem (See Table I—Select Primary & Supplemental Feature)					
D. Bypass Piping Arrangement <i>REQUIREMENT: Valve Body size and Bypass Piping size must match.</i>	0	None					
	2	1/2" Bypass Piping (0.5-600 PPD / 0.03-12 Kg/h—Use w/ 1/2" valve bodies)					
	3	1" Bypass Piping (125-2,000 PPD / 2.5-40 Kg/h—Use w/ 1" valve bodies)					
	4	1.5" Bypass Piping (3,000 PPD / 60 Kg/h—Use w/ 1.5" valve bodies)					
	5	2" Bypass Piping (3,000 PPD / 60 Kg/h—Use w/ 2" valve bodies)					
E. Differential Pressure Regulator	0	None					
	1	DP-500 (600 PPD / 12 Kg/h max.)					
	2	DPH-2000-CL2 (1,500 PPD / 30 Kg/h max.)					
	3	DPH-6000-CL2 (3,000 PPD / 60 Kg/h)					
F. Accessories	0	None					
	*	Vacuum Instrumentation (See Table II)					

500 PPD (See Table)
6" meter tube

Panel mounted
VACUUM GAUGE (See Table)

NOTES:

- 120-240 VAC or 12 VDC input voltage.
- A 6ft. (1.5m) power cable w/ 3-prong plug is included for domestic orders.



Series OV-110 Omni-Valve

Instruction Manual



The information contained in this manual was current at the time of printing. The most current versions of all Hydro Instruments manuals can be found on our website: www.hydroinstruments.com

OV-110 Rev. 5/6/2024

Hydro Instruments

Series OV-110 Omni-Valve

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I. FUNCTIONS, CAPABILITIES, AND CONSTRUCTION

1. SAFETY PRECAUTIONS

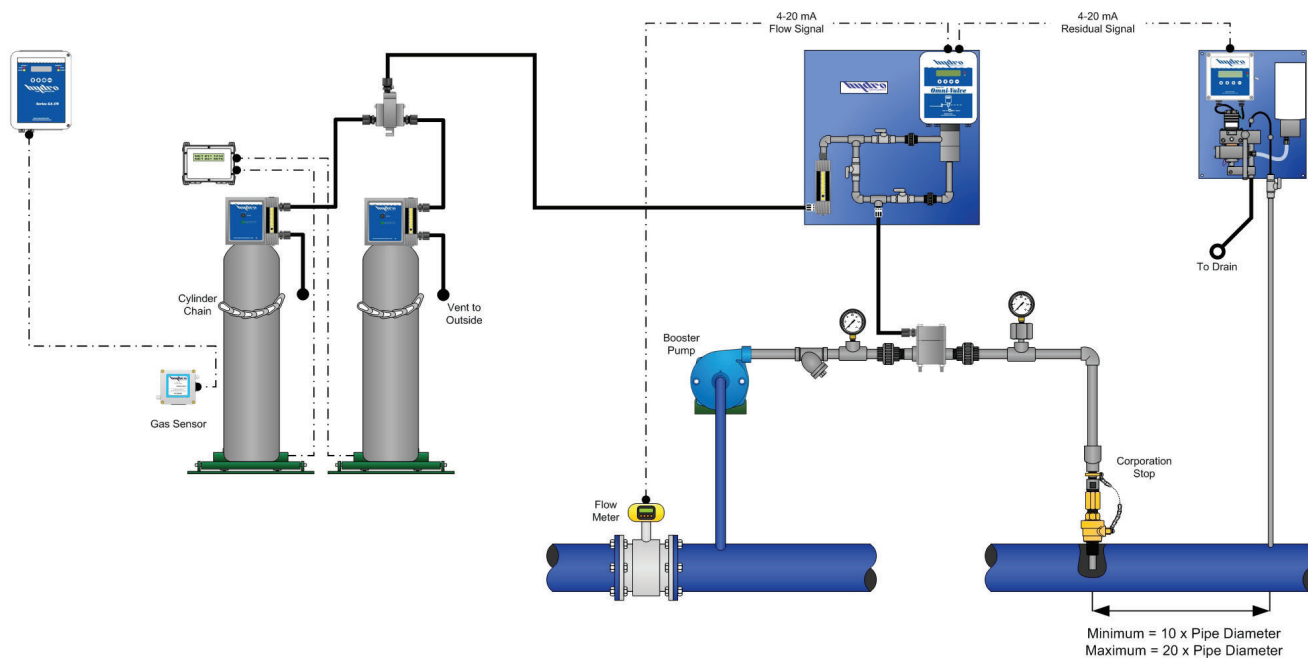
GENERAL: Be sure to follow all applicable and prudent safety precautions when working with chemicals and electrical equipment.

ELECTRICAL: The circuit board and incoming A/C power line do include electrical shock risk. Take care to avoid electrical shocks and do not touch any part of the circuit board or A/C power line unless you are certain that A/C power has been disconnected from the system.

CHECK FOR DAMAGE: Before removing the product from the shipping packaging, carefully check the equipment for damage. If any product is found damaged, do not put it into operation or install it. Contact Hydro Instruments to discuss repair or replacement of the damaged equipment.

2. Function of the OV-110: The OV-110 Omni-Valve is designed to automatically control

FIGURE 1 – SYSTEM EXAMPLE: WALL PANEL OMNI-VALVE AND RESIDUAL ANALYZER

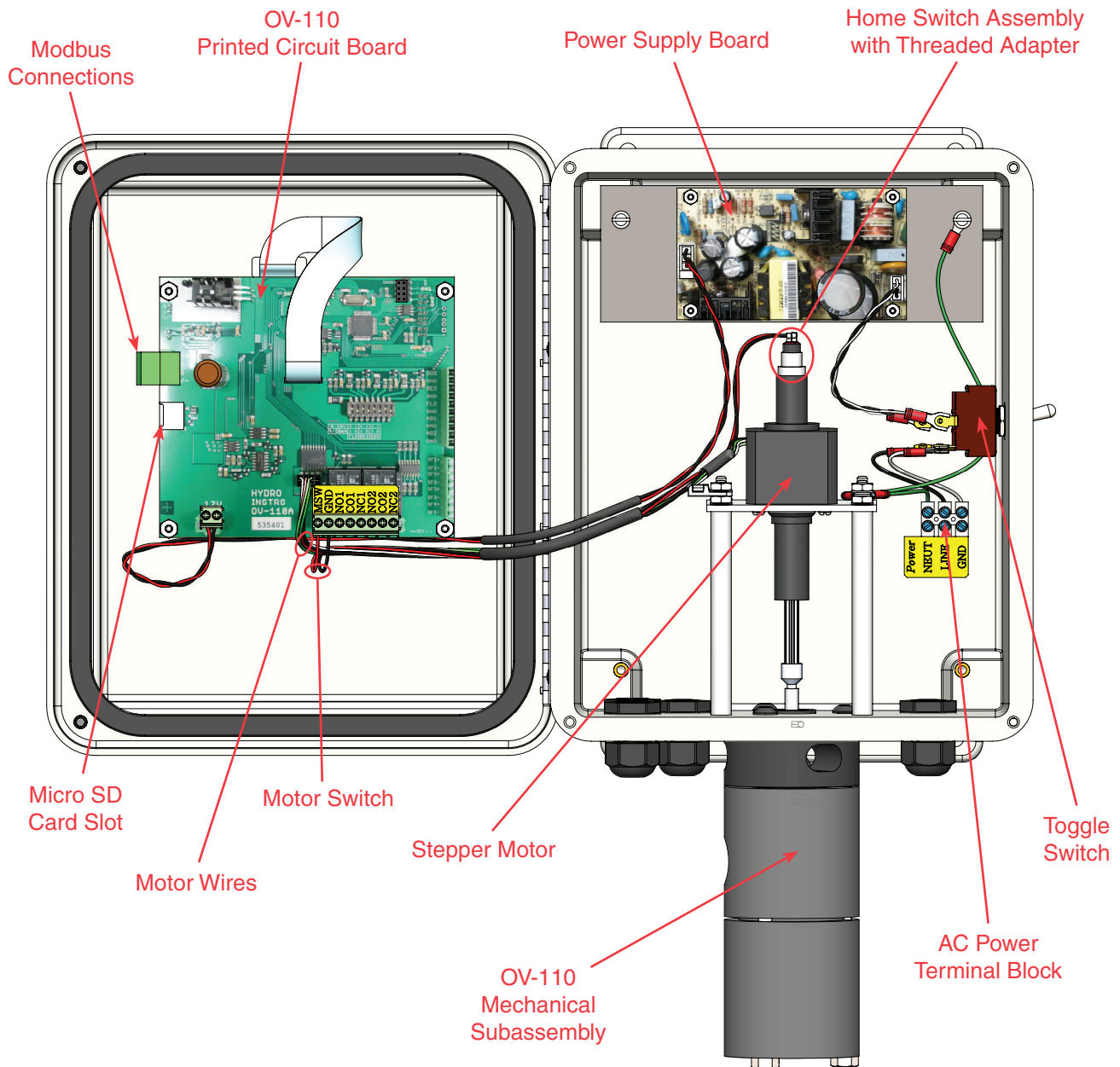


chemical feed rate based on one or more electrical input signals. Figure 1 shows an example installation drawing.

3. Physical Installation: The Omni-Valve must be mounted in the chemical feed line downstream from a chemical flow meter and upstream from the feed point (i.e. ejector, vacuum pump or check valve diffuser). Consider Figure 1 above.

NOTE: If the automatic valve is being used for liquid chemical feed such as sodium hypochlorite, having the chemical physically higher than the valve will create a hydrostatic pressure which could cause failure of the valves internal seals.

FIGURE 2 – OV-110 CONTROLLER ELECTRONICS



4. **Chemical Types and Ranges:** For gaseous chemical feed applications, the OV-110 Omni-Valve is most commonly used for chlorine, sulfur dioxide, ammonia, and carbon dioxide. For liquid chemical feed applications, the OV-110 Omni-Valve is most commonly used for sodium hypochlorite, hydrochloric acid, sodium bisulfite, sodium bisulfate, sodium chlorite, and aqueous ammonia solutions. Consult Hydro Instruments for usage in other chemical applications and for available feed rate ranges.
5. **Physical Design:** (See Figure 2)

The Omni-Valve is the combination of a microprocessor controller and control valve in one compact unit. Both the microprocessor and the valve motor assembly are housed together in one NEMA 4X rated enclosure. The valve body is mounted onto the bottom face of the enclosure. The valve body is constructed of solid machined PVC parts. There are several different valve body sizes available. Valve shafts, valve stems, valve seats, and O-ring materials are selected for maximum corrosion resistance to the chemical being used. Two PTFE shaft seals separate the chemical from the interior of the enclosure. There is also a vent port to the outside in between the two shaft seals for additional protection against chemical entry to the enclosure. A variety of valve seats and valve stems are available to provide many different chemical feed rate ranges.
6. **Electrical Power, Inputs & Outputs:** (See Figures 2 & 3) The Omni-Valve has the following electrical connections.
 - a. Standard power is 110–255VAC, 50/60 Hz universal power supply. Optional 12VDC power is available for special order.
 - b. Three analog input channels. Each channel has dip switches to select between 4-20mA and 0-10V. Each channel has a 150 Ohm input impedance.

FLO – Used for water flow meter or proportional control input signals.
RES – Used for residual, ORP, or other set point input signals.
DOS – Various user selected uses available. See Sections II and VII.2.
 - c. Four 24 VDC relay input channels (SF1 – SF4). Used for Step Feed Control. NOTE: The acceptable range is 12 to 24 VDC. See Section II.6. If not using step feed control, then SF3 can be used for external selection of duty/standby. Also, (if enabled in Section VII.4 then) SF4 can be used for remote control of Auto/Manual mode. See Figure 3 and Section VII.4.
 - d. Two 4-20mA analog output channels. Both represent chemical feed rate (based on valve position). Each channel has a 250 Ohm output impedance.
 - e. There are two relays. Both NC and NO connections are available. Rating is 10 Ampere (resistive) and 250 VAC 250 VDC.

See Figure 3 and Section VI screens 6b and 6c. Each relay can be individually selected to indicate either normal alarms, Auto/Manual, or Duty/Standby.
 - f. Modbus RS-485 communication. The Omni-Valve is equipped for remote display and communication using the modbus RS-485 standard. To do this, you must define the node, baud rate and parity of the system. For more information on how to setup modbus refer to the Modbus Communication Setup document.

7. **Alarm Conditions & Acknowledgement:** Alarm conditions are displayed on the alarm screen in operation mode. See Section V.

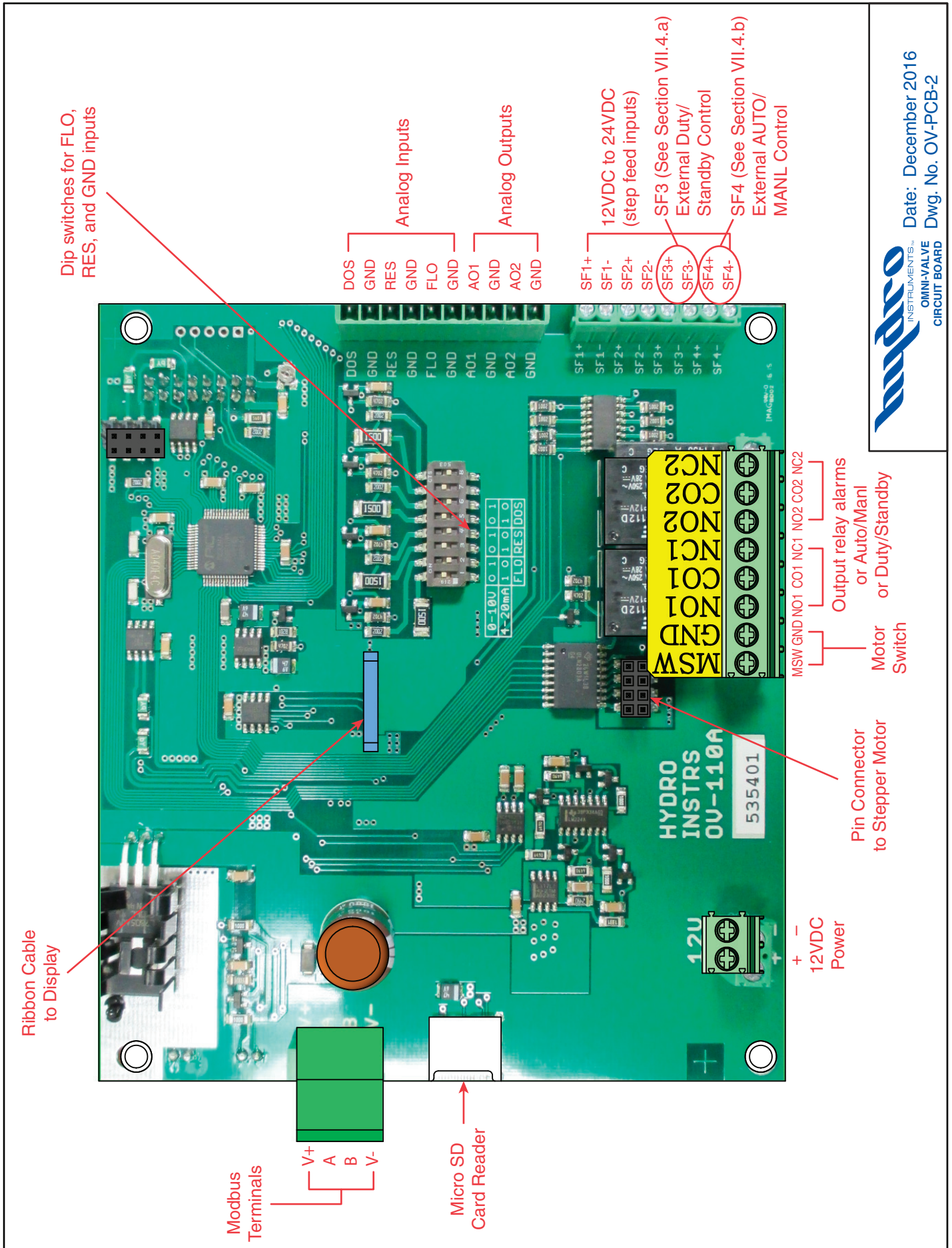
Acknowledgement – Press the “minus” ⊖ key to acknowledge the alarm.

NOTE: Any of the below contacts will activate this alarm relay. The alarm is non latching.

8. **Dip Switches:** These switches are used to select whether the analog input channels are to be used for 4-20 mA or 0-10 Volts. They are always set for 4-20 mA at the factory. (See Figure 3.)
- Switch 1 and 2 set the FLO (PV1) input channel for a 4-20 mA input when switch 1 is on (up) and switch 2 is off (down). The FLO input channel is set for 0-10 Volts when switch 1 is off (down) and switch 2 is on (up).
 - Switch 3 and 4 set the RES (PV2) input channel for a 4-20 mA input when switch 3 is on (up) and switch 4 is off (down). The RES input channel is set for 0-10 Volts when switch 3 is off (down) and switch 4 is on (up).
 - Switch 5 and 6 set the DOS (PV3) input channel for a 4-20 mA input when switch 5 is on (up) and switch 6 is off (down). The DOS input channel is set for 0-10 Volts when switch 5 is off (down) and switch 6 is on (up).

Control Mode	Alarm Condition	Description	Action
Flow Pacing	Flow Signal Loss	PV1 Signal below 4 mA	Valve Close or Hold Position**
Flow Pacing	Low Flow	PV1 Signal below set point*	None
Residual/ORP	Res/ORP Signal Loss	PV2 Signal below 4 mA	Valve Close or Hold Position**
Residual/ORP	Low Residual	PV2 Signal below set point***	None
Residual/ORP	High Residual	PV2 Signal above set point***	None
Compound Loop or Feed Forward	Flow Signal Loss	PV1 Signal below 4 mA	Switch to Residual/ORP Condn 1
Compound Loop or Feed Forward	Low Flow	PV1 Signal below set point*	None
Compound Loop or Feed Forward	Res/ORP Signal Loss	PV2 Signal below 4 mA	Switch to Flow Pacing Control
Compound Loop or Feed Forward	Low Set Point	PV2 Signal below set point***	None
Compound Loop or Feed Forward	High Set Point	PV2 Signal above set point***	None

FIGURE 3 – PINOUT DIAGRAM FOR OV-110 CIRCUIT BOARD



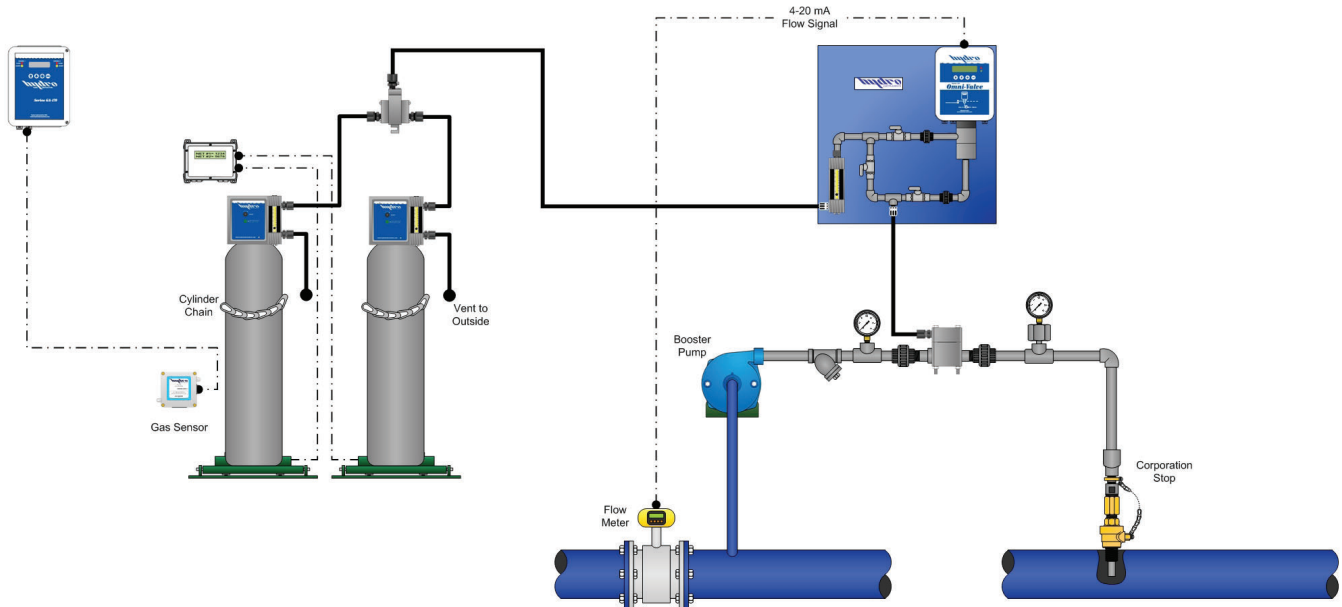
II. CONTROL METHODS

The OV-110 Omni-Valve offers the following control methods. The control method is selected in the Configuration Mode (See Section VI).

1. **Flow Pacing (Proportional):** Figure 4 below shows an example installation.

- Application:** This control method is suitable when water quality is consistent, but water flow rate is variable.
- Control Signals:** In this case, a 4-20mA (or 0-10V) signal from the water flow meter (measuring water flow just upstream from the injection point) is input to the FLO/GND input channel of the OV-110.
NOTE: If desired, a proportional 4-20mA control signal from any PLC can be used in the same fashion.
- Control Concept:** Chemical feed rate is adjusted in direct proportion to the input signal with no delay.
- Initial Settings:** In the Configuration Mode (Section VI), the flow settings will need to be adjusted to match the water flow meter being used.
- User Interaction:** During operation, the user only needs to adjust the dosage setting to adjust the ratio of chemical feed rate to water flow rate. Optionally the dosage can be remotely adjusted by means of the DOS/GND input channel. See Section VII.2.

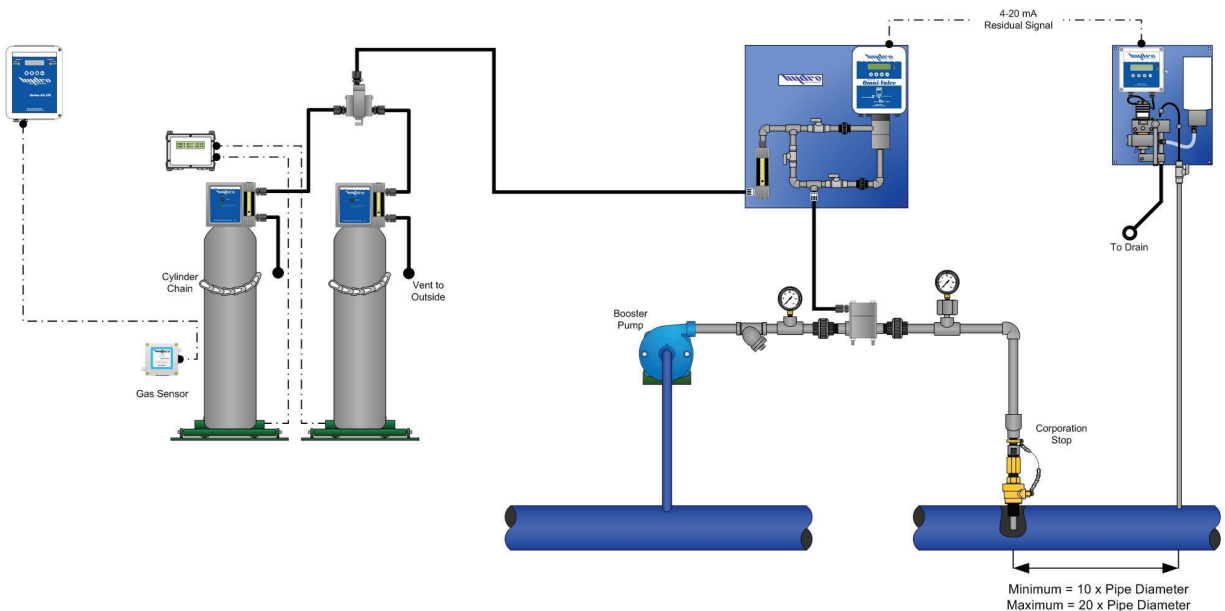
FIGURE 4 – FLOW PACING



2. **Residual/ORP (Set Point):** Figure 5 below shows an example installation.

- a. **Application:** This control method is suitable when water quality is variable, but water flow rate is constant or relatively steady.
- b. **Control Signals:** In this case, a 4-20mA (or 0-10V) signal from the residual analyzer (measuring residual just downstream from the injection point) is input to the RES/GND input channel of the OV-110.
- c. **Control Concept:** Chemical feed rate is periodically adjusted in order to keep the resultant chlorine residual (or ORP or similar chemical concentration) on the user determined set point.
 - i. Sample point selection is very important. Sample point must be at least 10 x pipe diameter downstream (to ensure complete mixing prior to sampling) and the lag time ("lag time" = the time it takes the chemical to travel from the Omni-Valve to the residual analyzer) should be minimized to optimize control (ideally limit this time to less than 5 minutes).
 - ii. The Omni-Valve will only adjust chemical feed rate once every lag time. Each time the lag time expires, the Omni-Valve will compare the residual reading with the residual set point and if the residual reading is not on set point, then the chemical feed rate will be adjusted to bring the residual back toward the set point.
- d. **Initial Settings:** In the Configuration Mode (Section VI):
 - i. The residual settings will need to be adjusted to match the residual analyzer that is being used.
 - ii. The lag time will need to be measured on site and then entered.
 - iii. Dead Band: The Dead Band allows for an adjustable range around the set point that is considered acceptable for residual. As long as the residual reading is within this range (+ or -) from the set point, then the residual is considered to be on set point.
 - iv. Integral: The Integral "I" controls the magnitude of each chemical feed rate adjustment. The typical range is $10\% < I < 30\%$. If the integral setting is too low, then the Omni-Valve will be too slow in making adjustments and if the integral setting is too high, then it will continually overshoot the set point (residual oscillating between too high and too low).
- e. **User Interaction:** During operation, the user only needs to adjust the residual set point. Optionally the set point can be remotely adjusted by means of the DOS/GND input channel. See Section VII.2.

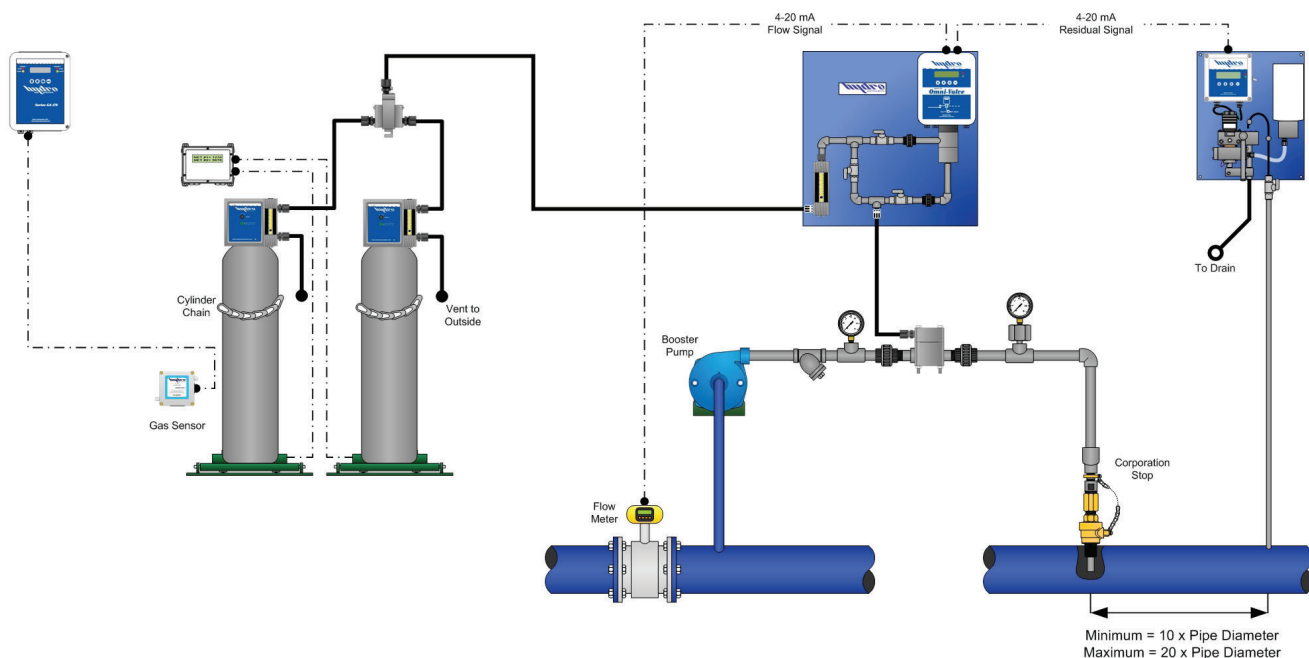
FIGURE 5 – RESIDUAL (SET POINT)



3. **Compound Loop (PID):** Figure 6 below shows an example installation.

- a. **Application:** This control method is suitable when both water quality and water flow rate are variable.
- b. **Control Signals:** In this case, two input signals are required:
 - i. A 4-20mA (or 0-10V) signal from the water flow meter (measuring water flow just upstream from the injection point) is input to the FLO/GND input channel of the OV-110.
 - ii. A 4-20mA (or 0-10V) signal from the residual analyzer (measuring residual just downstream from the injection point) is input to the RES/GND input channel of the OV-110.
- c. **Control Concept:** Both Flow Pacing (Section II.1) and Residual (Section II.2) are being carried out simultaneously. Review both above Flow Pacing and the Residual Control sections.
- d. **Initial Settings:** In the Configuration Mode (Section VI):
 - i. All of the settings from both Flow Pacing (Section II.1) and Residual (Section II.2).
 - ii. Flow Stop: If the water flow completely stops, then the Omni-Valve will continue to adjust based on residual. This can be avoided by setting a lower limit on the flow signal below which the automatic control will automatically turn off. See section VII.3.
 - iii. Variable lag time: Since the lag time is often approximately inversely proportional to the water flow rate (meaning as the water flows faster, the lag time will decrease), Compound Loop Control method allows for a variable lag time. If variable lag time is to be used, then it needs to be enabled, the lag time, the water flow rate at that entered lag time, and a maximum allowable value for lag time must all be entered in the Configuration Mode.
- e. **User Interaction:** During operation, the user will adjust both the dosage (Section II.1) and the residual set point (Section II.2). Optionally the dosage or the set point can be remotely adjusted by means of the DOS/GND input channel. See section VII.2.

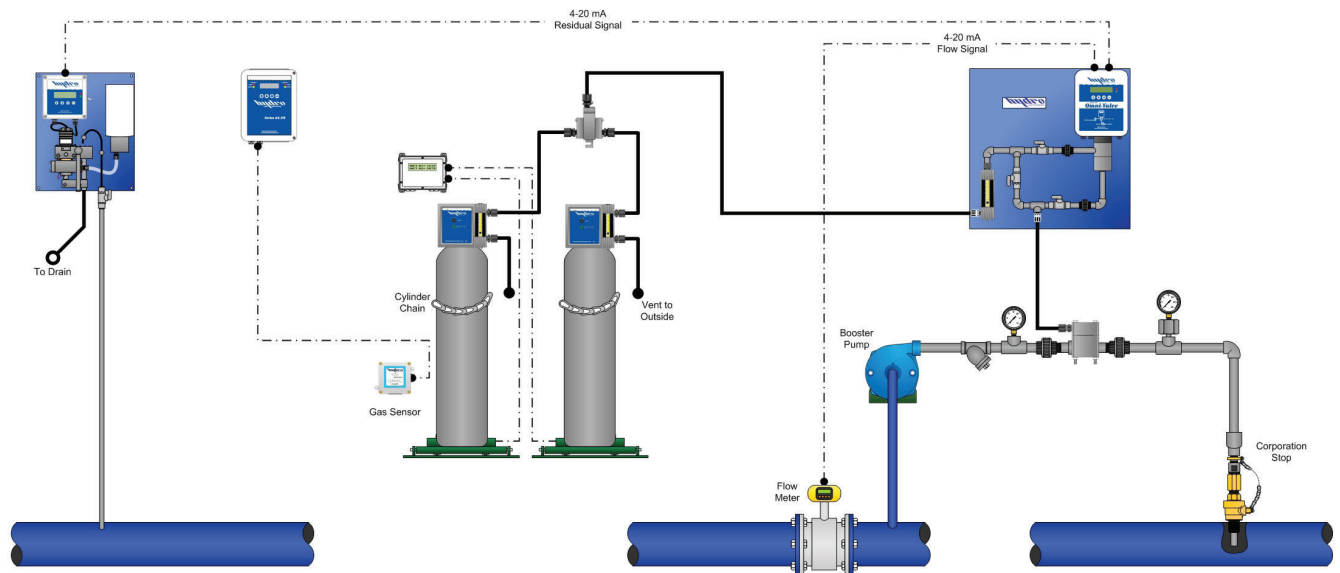
FIGURE 6 – COMPOUND LOOP (PID)



4. **Dual Input Feed Forward:** Figure 7 below shows an example installation.

- a. **Application:** Chemical feed rate is controlled in proportion to the mass flow rate of a second chemical that is already in the water stream. This is most commonly used in de-chlorination and chloramination applications. In these applications, chemical is being injected in order to react with another chemical that is already present in the water stream.
- b. **Control Signals:** In this case, two input signals are required:
 - i. A 4-20mA (or 0-10V) signal from the water flow meter (measuring water flow just upstream from the injection point) is input to the FLO/GND input channel of the OV-110.
 - ii. A 4-20mA (or 0-10V) signal from the residual analyzer (measuring residual of the target chemical just upstream from the injection point) is input to the RES/GND input channel of the OV-110.
- c. **Control Concept:** This method requires a water flow signal and a residual signal for the other chemical that is already present in the water stream. The Omni-Valve uses these two signals to calculate the mass flow rate of the other chemical in the water stream. The Omni-Valve will then control chemical feed rate in proportion to this mass flow rate.
- d. **Initial Settings:** In the Configuration Mode (Section VI):
 - i. All of the settings from both Flow Pacing (Section II.1).
 - ii. Residual (Section II.2) signal reading parameters only (no Dead Band, Lag Time, or Integral).
- e. **User Interaction:** During operation, the user only needs to adjust the dosage setting to adjust the ratio of chemical feed rate to the other chemical mass flow rate. Optionally the dosage can be remotely adjusted by means of the DOS/GND input channel. See Section VII.2.

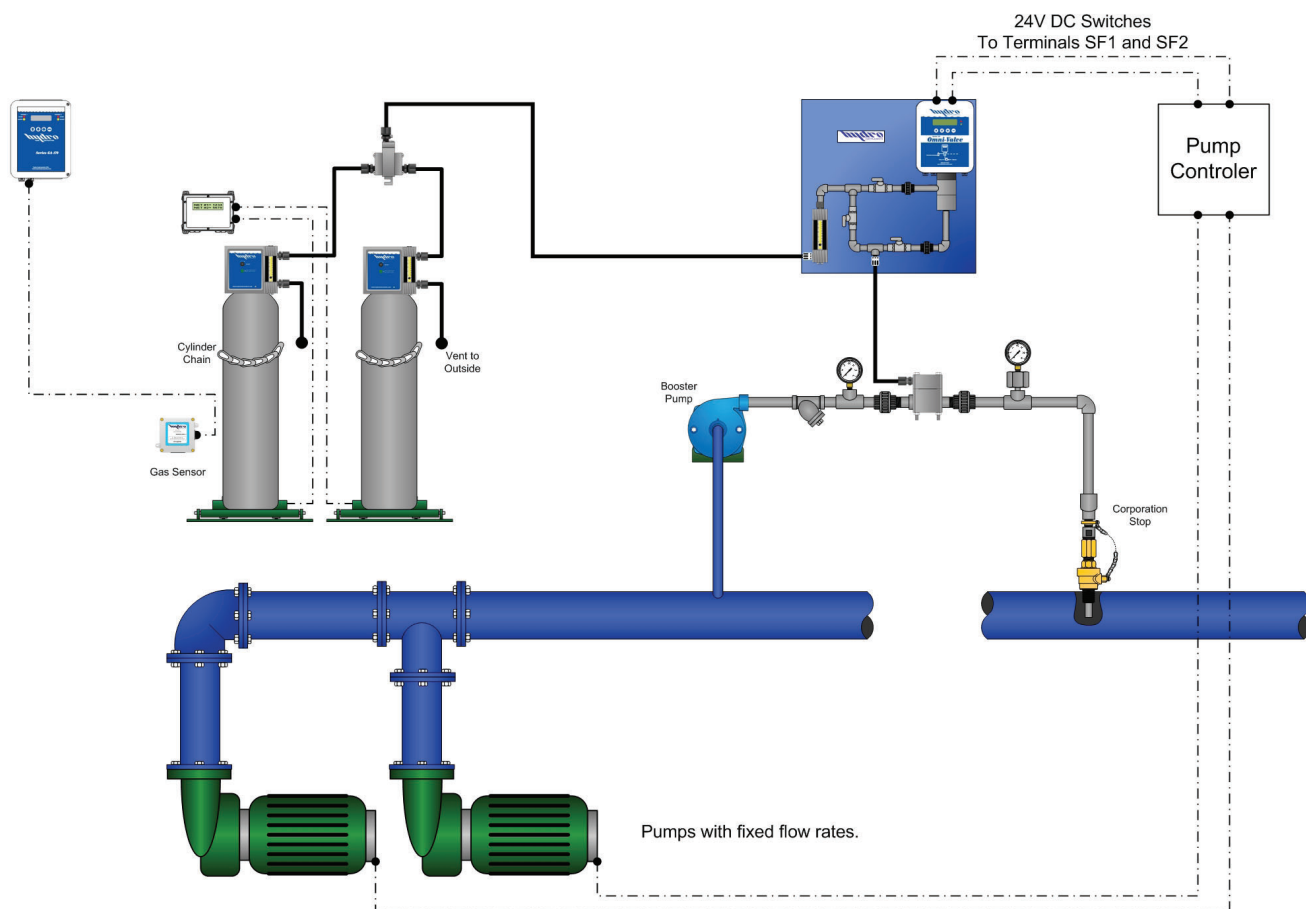
FIGURE 7 – DUAL INPUT FEED FORWARD



5. **Step Feed:** Figure 8 below shows an example installation.

- a. *Application:* This control method is useful for systems injecting chemical into a line downstream of one to four supply pumps when each of the pumps has a fixed flow rate (up to four wells or other pumps feeding one line).
- b. *Control Signals:* In this case, there will be up to four 24VDC dry contact input signals. These signals are used to indicate whether each pump is on or off. The signals are to be connected to the SF1+/SF1-, SF2+/SF2-, SF3+/SF3-, and SF4+/SF4- input channels. NOTE: The acceptable range is 12 to 24 VDC.
- c. *Control Concept:* Up to four relay contact signals are input to the Omni-Valve. Each relay can be allotted a fixed chemical feed rate. The Omni-Valve chemical feed rate is then set to the sum of the feed rates allotted to the relays that are active.
- d. *Initial Settings:* In the Configuration Mode (Section VI), the chemical feed rate for each input channel must be entered.
- e. *User Interaction:* During operation, no user interaction is required.

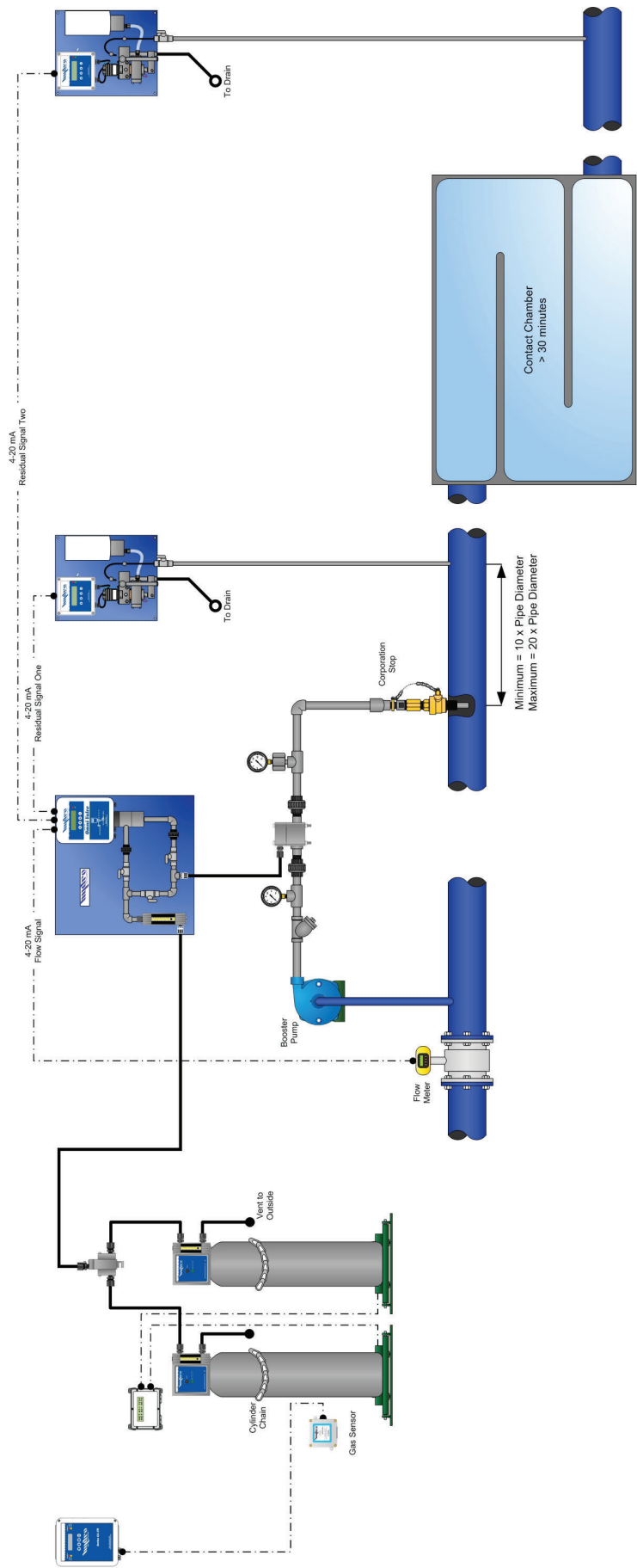
FIGURE 8 – STEP FEED



6. **Dual Set Point:** Figure 9 shows an example installation.

- a. *Application:* This control method is designed for applications injecting chemical upstream of a contact chamber. In such cases, a residual analyzer nearby the injection point can be used to control chemical injection. This allows for automatic control of residual at the injection point. However, control of the residual at the outlet of the contact chamber is the ultimate goal. If water quality remains constant then there will be a fixed drop in residual between the injection point and the contact chamber outlet. However, water quality variations will cause this residual drop to be variable. This control method is used to overcome this problem and allow for fully automated chemical feed rate control in such situations.
- b. *Control Signals:* In this case, two input signals are required:
NOTE: Refer to Section VII.2.d. for information on how to activate the DOS/GND input.
 - i. A 4-20mA (or 0-10V) signal from the residual analyzer (measuring residual just downstream from the injection point) is input to the RES/GND input channel of the OV-110.
 - ii. A 4-20mA (or 0-10V) signal from the residual analyzer (measuring residual at the contact chamber outlet) is input to the DOS/GND input channel of the OV-110.
- c. *Control Concept:* The OV-110 can be operated in either Residual Control or Compound Loop Control using the Dual Set Point control method. In either case, the chemical feed rate control will be carried out using the residual signal coming into RES/GND (as described in Sections II.2 and II.3).
 - i. As in the above Section II.2 and II.3, there will be a lag time for the injection point analyzer (RES/GND channel). We will call this lag time "LT1". As described in Sections II.2 and II.3, this lag time should be limited to 5 minutes or less.
 - ii. There will also be a lag time for the residual analyzer (DOS/GND channel) that is located at the outlet of the contact chamber. This lag time (call it LT2) should be set as the delay from feed rate changes to registering on the DOS/GND analyzer plus 3 to 4 times LT1. For example, if LT1 = 100 seconds and the delay for the DOS/GND analyzer is 1800 seconds, then set $LT2 = 1,800 + 3 \times 100 = 2,100$ seconds. LT2 has a range up to 9999 seconds (over 2 hours & 46 minutes).
 - iii. In this Dual Set Point control method, there is a user adjustable set point for each of the analyzers. We will call them SP2 (RES/GND channel) and SP3 (DOS/GND channel).
 - iv. The Dual Set Point control method concept is that each time the LT2 lag time expires, the Omni-Valve will compare the residual reading (on DOS/GND channel) with its SP3 set point. If this residual reading is not on set point, then the Omni-Valve will then automatically adjust the SP2 accordingly.
- d. *Initial Settings:* In the Configuration Mode:
 - i. The residual settings will need to be adjusted to match each of the residual analyzers.
 - ii. Both of the lag times (LT1 and LT2) will need to be measured on site and entered.
 - iii. "PV3 Integral" is used to adjust the magnitude of each SP2 adjustment. ($1\% < PV2 \text{ Integral} < 100\%$). The default value is 50%. See section VI, screen 8c.
 - iv. Some of the settings made for the "Res" input will be used for "Res2". Those include: units, decimal position, filter time, and dead band.
- e. *User Interaction:* If in Residual Control Mode, then the user will be able to adjust both of the residual set points (SP2 and SP3). If in Compound Loop Control Mode, then the user will also adjust the dosage.

FIGURE 9 – DUAL SET POINT



III. USER INTERFACE

The Omni-Valve operation and adjustments are carried out through the following interface features.

1. Keypad Operation – The keypad is used in all three modes of the OV-110. Generally the keys are used as outlined here below. However, detailed instructions will follow.
 - a. **↑** & **↓** keys – These keys are used to cycle through the various display screens. These keys will be referred to as “up arrow” and “down arrow”.
 - b. **+** & **−** keys – These keys are generally used to adjust settings and values within the screen being displayed. These keys will be referred to as “plus” and “minus”. Additionally, the plus key is used as Enter for blinking options on the Configuration modes SETUP screen or to Enter yes/no selections while in the Advanced Calibration mode.
2. On the main operating screen you can manually switch between automatic (AUTO) and manual (MANL) modes of the Omni-Valve by pressing the **+** key. The valve can be changed from AUTO to MANL remotely as well, see section VII.4 for details.

IV. MOTION CONTROL, VALVE, AND 10 POINT LINEARIZATION

The Omni-Valve uses a linear stepper motor for valve stem motion control. The motor shaft is directly coupled to the valve shaft. The motor covers its range of motion in 2000 steps. The motor position over the range can also be described in terms of motor steps (where a position of 0 steps is the fully closed position and a position of 2000 steps is the fully open position). In a given system, each motor position will correspond to a chemical feed rate. For example motor positions from 0 to 215 might correspond to zero chemical feed and motor position 1925 might correspond to the maximum chemical feed rate. There is a calibration procedure that must be carried out with an external chemical flow meter in order to calibrate each Omni-Valve in each installation (calibrate the motor position vs. chemical feed rate). Consider Figures 10 through 12 and review Section VII screens 6a – 7.

FIGURE 10 – OPEN AND CLOSED VALVE POSITIONS

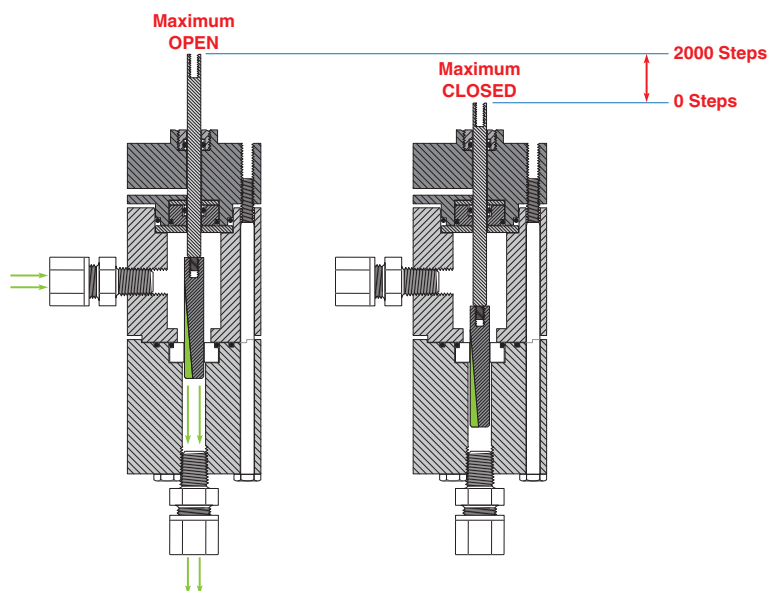
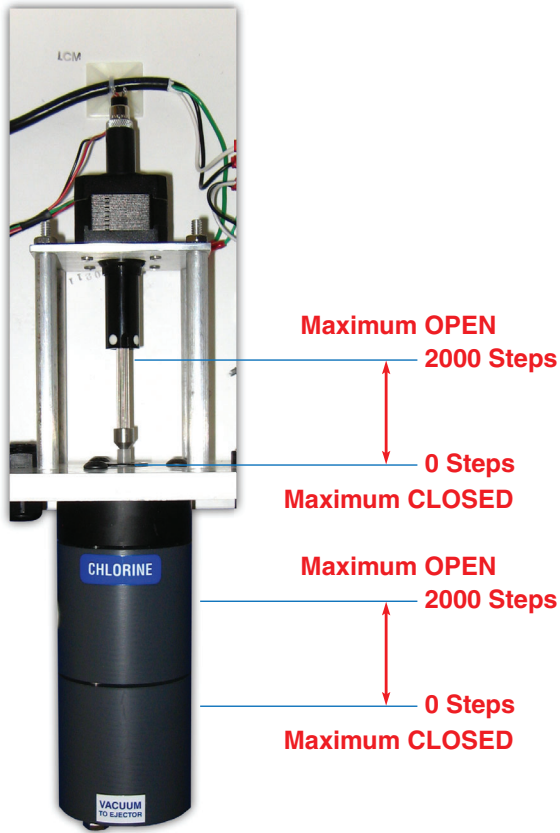


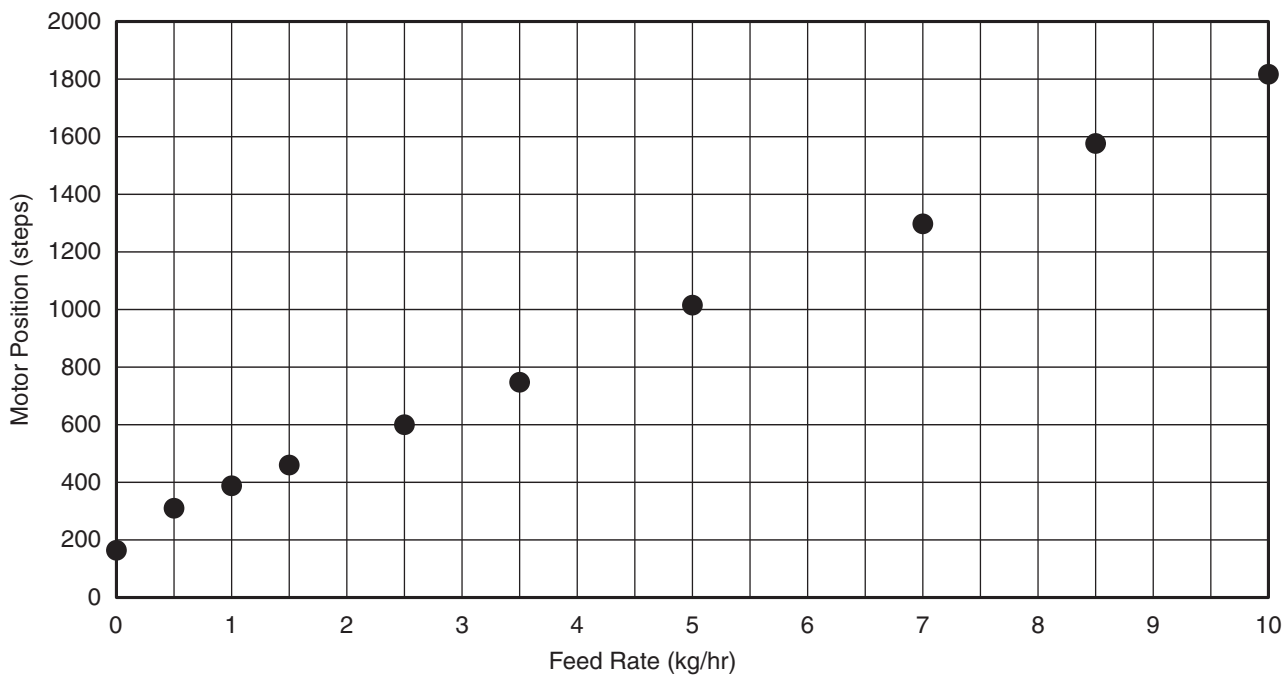
FIGURE 11 – EXAMPLE FEED RATE AND MOTOR POSITION CHART



Feed Rate %	Feed Rate kg/hr	Motor Position Steps
0%	0	160
5%	0.5	305
10%	1	395
15%	1.5	450
25%	2.5	600
35%	3.5	750
50%	5	1010
70%	7	1300
85%	8.5	1570
100%	10	1820

FIGURE 12 – TEN POINT CALIBRATION CHART

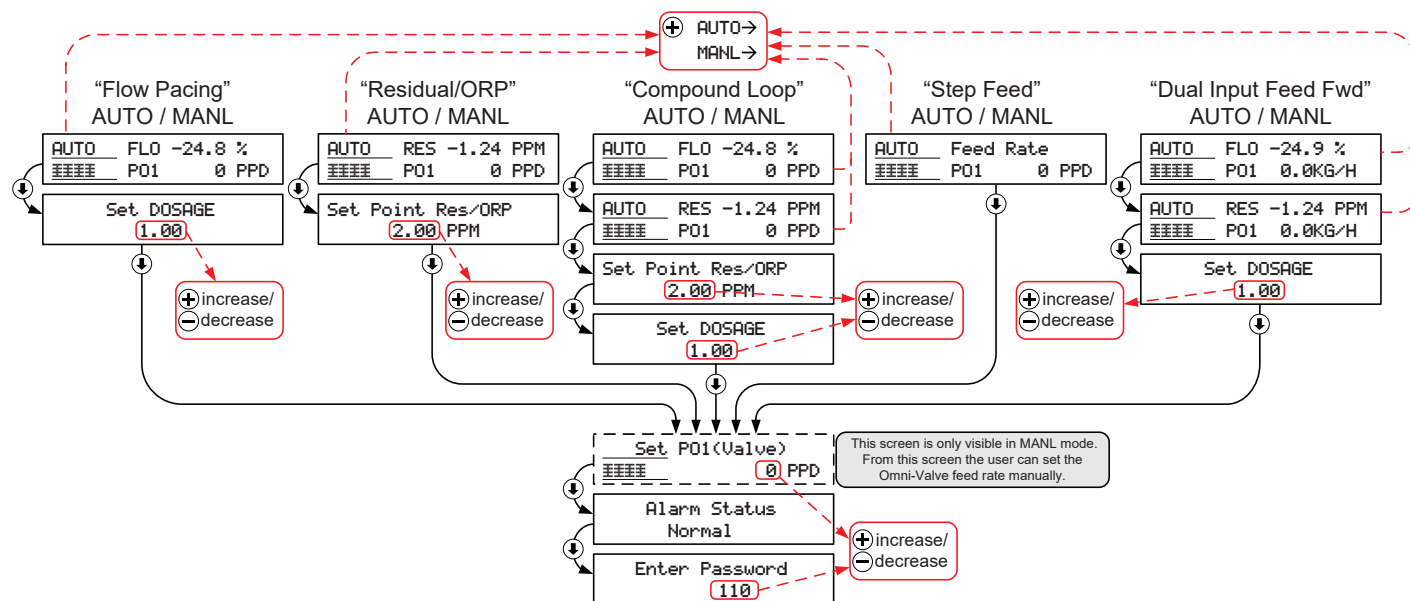
10 Point Calibration



V. OPERATION MODE

The operation mode is a set of screens that display the main operating parameters based on the control type selected in the configuration mode. The dosage, residual/ORP set point, and chemical feed rate can be adjusted from these screens.

FIGURE 13 – OPERATION MODE SCREENS



NOTES:

1. On the first screen on each mode, use the $\oplus$ key to switch between AUTO and MANL.
2. "Set PO1 (valve)" screens only appear if set to MANL mode. From this screen the user can set the Omni-Valve feed rate manually using the $\oplus$ and $\ominus$ keys.
3. Use the $\oplus$ and $\ominus$ keys to adjust Dosage, Set Points, Valve Position (PO1) etc...

Dosage: This value is a multiplication factor for the calculated chemical feed rate. It can be set to fine tune the feed rate when in Flow Pacing, Compound Loop, Feed Forward or Dual Set Point control.

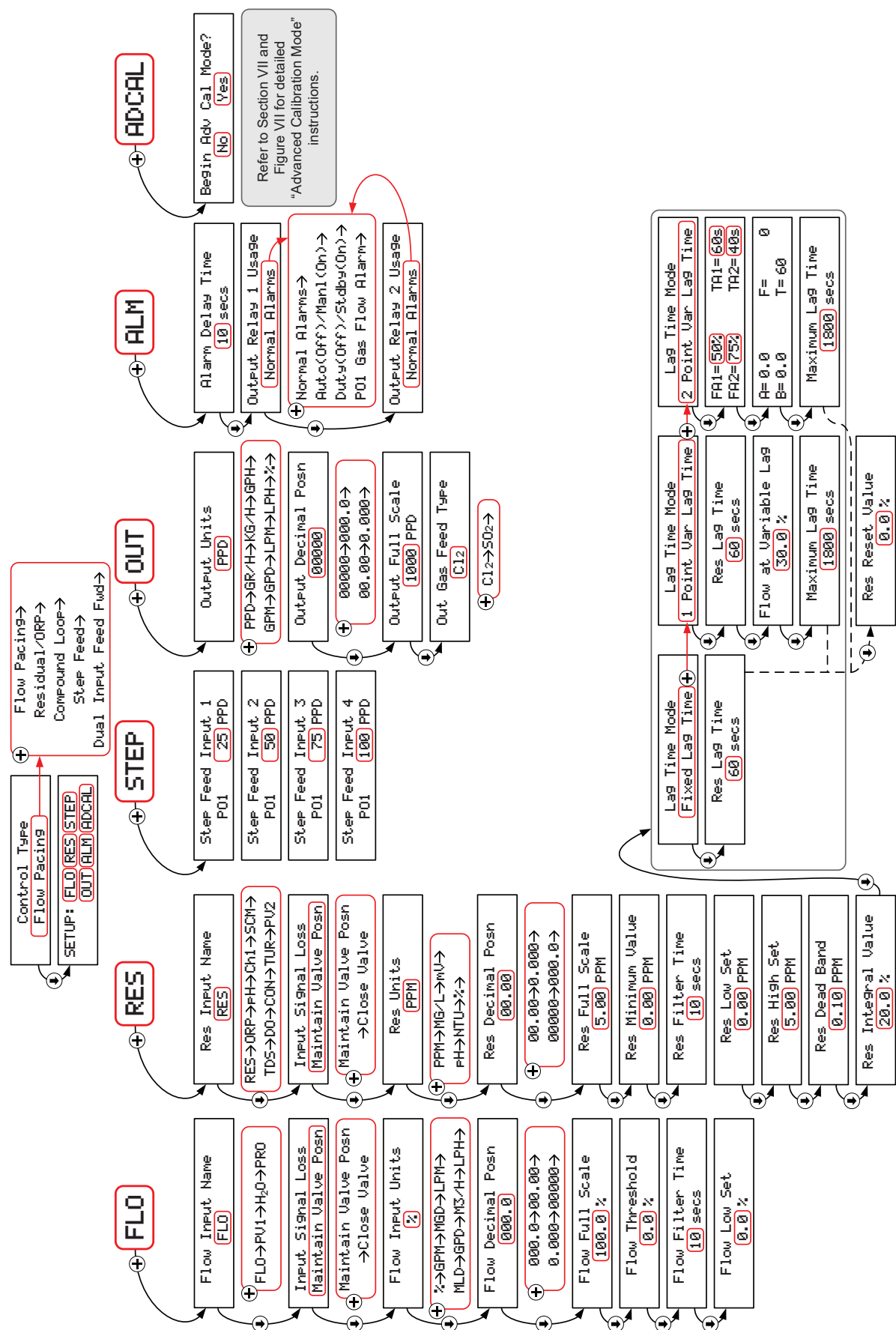
Flow Pacing Example:

$$\text{Valve Output} = [(\text{Actual Flow}/\text{Flow Full Scale}) * \text{Valve Full Scale}] * \text{Dosage}$$

Setpoint: The set point is the residual/ORP/pH value that the Omni-Valve will try to maintain.

VI. CONFIGURATION MODE

FIGURE 14 – CONFIGURATION SCREENS



The configuration mode of the Omni-Valve allows the user to adjust key parameters to the control type selected. As a general reference all settings on the analyzer should match the setting on the incoming signals. The following is a brief description of what each setting does. Note that based on the type of control method selected all the screens may not appear.

Enter Password: To enter the configuration mode, a password must be entered. Hydro Instruments' has set this password equal to "110".

Control Type: This screen allows the user to select the control type desired. Refer to section II for the optimal control type desired.

FLO – Flow

These screens are used for setting up the water flow signal and control parameters.

Flow Input Name (1a): This screen allows the user to enter a name for the flow signal. Options include: PV1, H₂O, PRO, FLO.

Input Signal Loss (1b): This screen will dictate to the Omni-Valve what to do when the FLO (PV1) signal has been lost. The Omni-Valve can either maintain its current feed or close the valve to stop feed until the signal is restored. If using Compound Loop control and the RES (PV2) signal is still present than the valve will switch to Residual Set Point control.

Flow Input Units (1c): This screen allows the user to set the flow units on the omni-valve. Options included: %, GPM, MGD, LPM, MLD, GPD, M³/H, LPH.

Flow Decimal Posn (1d): This screen sets the decimal position of flow signal on the omni-valve.

Flow Full Scale (1e): This screen sets the full scale of flow rate the omni valve will display. I.E. the flow rate when the signal input is at 20 mA (or 10 V). It is very important to match this with the full scale of the flow meter.

Flow Threshold (1f): This value determines the flow percentage below which the flow signal will be ignored. This also re-scales the incoming flow signal. For example, with a 4-20 mA signal and a flow threshold of 50%, the omni-valve will remain closed at any signal below 12 mA and will begin feeding above 12 mA linearly up to 20 mA. For normal operation this value should be set at 0% so that it will feed throughout the whole 4-20 mA range.

Flow Filter Time (1g): This value will set the time over which the omni-valve will average incoming flow signal.

Flow Low Set (1h): This is used for alarm indication for when the flow rate has gone below the set value.

RES – Residual

These screens are used for setting up the residual signal and control parameters.

Res Input Name (2a): This screen allows the user to enter a name for the residual signal. Options include: RES, ORP, pH, Ch1, PV2, SCM, TDS, DO, CON, TUR.

Input Signal Loss (2b): This screen will dictate to the Omni-Valve what to do when the RES (PV2) input signal has been lost. The Omni-Valve can either maintain its current feed or close the valve to stop feed until the signal is restored. If using Compound Loop control and the FLO (PV1) signal is still present than the valve will switch to Flow Pacing control.

Res Units (2c): This screen allows the user to enter the units for the incoming residual signal. Options include: PPM, mg/L, mV, pH, NTU, %.

Res Decimal Posn (2d): This screen sets the decimal position of residual on the Omni-Valve.

Res Full Scale (2e): This screen sets the full scale residual/ORP displayed on the Omni-Valve. This corresponds the 20 mA (or 10 V) output from the downstream controller.

Res Minimum Value (2f): This screen sets the low end value of the residual/ORP signal. This would correspond to the 4 mA (or 0V) incoming signal from the downstream controller. This value is more often adjusted in ORP control type applications.

Res Filter Time (2g): This value will set the time over which the omni-valve will average incoming residual/ORP signal.

Res Low Set (2h): This is used for alarm indication for when the residual/ORP fall below the set value. Setting this value to 0 turns the alarm off.

Res High Set (2i): This is used for alarm indication for when the residual/ORP is above the set value.

Res Dead Band (2j): The dead band allows for an adjustable range around the set point that is considered an acceptable residual level. As long as the residual/ORP value is within +/- this value from the set point, the omni-valve will consider this level "ok" and not make any adjustments.

Res Integral Value (2k): This value is used in the PID control calculations to make calculated adjustments back to the set point. An integral value too high will cause large swings above and below the set point and an integral value too low will take too long to reach the set point. A typical value will be between 10-30 %. Hydro Instruments' factory sets this value at 20%.

Lag Time Mode (2l): Choose the lag time method on this screen. A fixed lag time sets a constant lag time to always be used. One point and two point variable lag times are used in Compound Loop for added control over the process. Variable lag times are used to adjust the residual lag time based on changes in process flow. A faster process flow rate will reach the downstream instrument faster and vice versa.

Res Lag Time (2m): The lag time is the time between when the Omni-Valve makes an adjustment and when it reads the incoming residual signal based on the adjustment. Lag times should be measured (and then entered) between when the Omni-Valve makes an adjustment and when that adjustment reaches the downstream instrument. This is a very important value for the most accurate and reliable control.

Flow at Variable Lag (3a): This is the process flow value below which the Omni-Valve will start to increase the lag time to the maximum lag on screen 3b.

Maximum Lag Time (3b): When variable lag time is selected on screen 2l, this value represents the longest time the Omni-Valve will wait to take a reading from the PV2 instrument once a feed adjustment has been made.

Two Point Variable Lag Time Settings (3d): For more advanced processes that have multiple varying lag times. Each lag time and its corresponding flow variable can be input on this screen.

Two Point Variable Lag Time Live Values (3e): As each lag time is calculated for the two point variable lag times their live data is displayed on this screen.

Res Reset Value (3c): This value is used in compound loop control for when the flow signal falls below the set value the incoming residual/ORP signal will be ignored.

RES2 – Residual Outlet

These screens are used for setting up the second residual signal and control parameters. These are for use with Dual Set-Point Control only.

System Outlet Range (8a): This screen is used to set the minimum and maximum value of a second residual/ORP analyzer. This is for dual set point control and the inputs for this analyzer should be wired into the DOS/GND line.

System Outlet Point (8b): Also referred to as “Lag Time 2”, this value sets the time between when the Omni-Valve makes an adjustment and when it measures the incoming signal from the PV3 instrument based on that adjustment.

PV3 Integral Value (8c): This value is used in the PID control calculations to make calculated adjustments back to the set point. A larger integral value will make larger feed rate changes. Setting the value too high will cause rapid swings above and below the set point and setting it too low will take too long to reach the set point. Hydro Instruments recommends this value be set at 50%.

System Outlet (8d): This screen is used to set a fixed or variable lag time for the PV3 instrument.

A variable lag time can be used to adjust the PV3 lag time based on changes in the process flow.

A faster process flow rate will reach the downstream instrument faster and vice versa.

Maximum Lag Time (8e): When variable lag time is selected on screen 8d, this value represents the longest time the Omni-Valve will wait to take a reading from the PV3 instrument once a feed adjustment has been made.

Flow at Variable Lag (8f): This is the process flow value below which the Omni-Valve will start to increase the lag time to the maximum lag input on screen 8e.

OUT – Output

These screens are used for setting up the valves chemical feed output.

Output Units (4a): This screen allows the user to select the units or the chemical feed rate (PO1). Options include: %, PPD, g/hr, kg/hr, GPH, GPM, GPD, LPM, LPH.

Output Decimal Posn (4b): This screen sets the decimal position of chemical feed rate on the Omni-Valve.

Output Full Scale (4c): This screen sets the full scale of the chemical feed rate the omni valve will display.

Output Gas Type (5a): This screen allows the user to select between CL2 and SO2. This is important for control types where residual control is important as the CL2 acts proportionally to the residual signal (i.e. when the value is below set point it adds more chemical) and SO2 acts inversely proportional to the residual signal (I.E. when the residual signal is above the set point it adds more chemical). Thus SO2 is most commonly selected when de-chlorinating or pH control.

STEP – Step Feed

These screens are used for setting the incremental feed rates when using step feed control.

Step Feed Input 1 (7a): This value sets the percentage of full scale the omni-valve will feed when the SF1 terminal is activated.

Step Feed Input 2 (7b): This value sets the percentage of full scale the omni-valve will feed when the SF2 terminal is activated.

Step Feed Input 3 (7c): This value sets the percentage of full scale the omni-valve will feed when the SF3 terminal is activated.

Step Feed Input 4 (7d): This value sets the percentage of full scale the omni-valve will feed when the SF4 terminal is activated.

**Note that if multiple pumps will be activated at once, the sum should not exceed 100%.*

ALM – Alarm

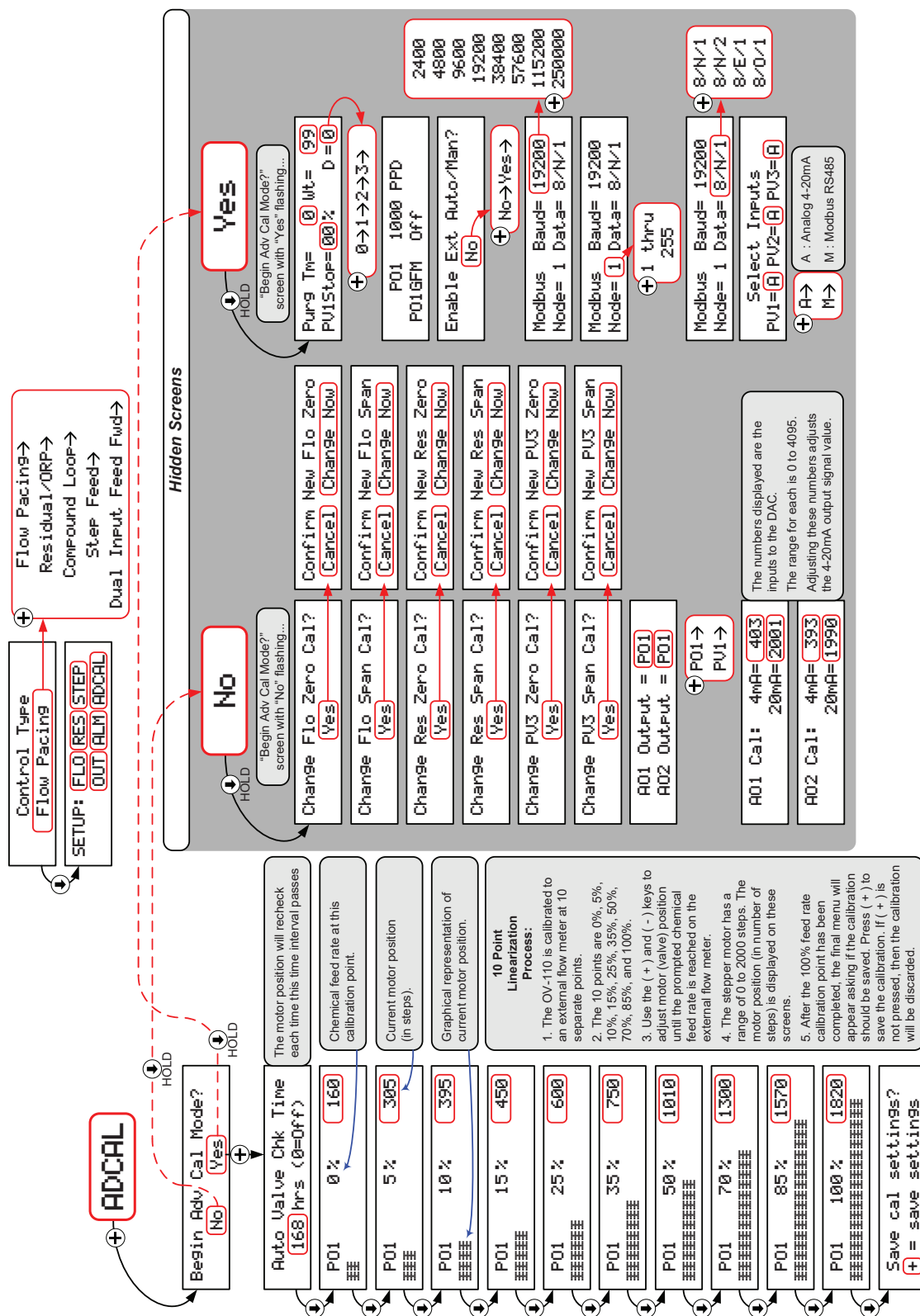
These screens are used for setting up additional alarm features.

Alarm Delay Time (6a): Set the time for which a condition must be in alarm state for the alarm to activate.

Output Relay # Usage (6b, 6c): The user can independently select each of the relays to indicate one of three parameters: normal alarms, auto/manual, or duty/standby.

VII. ADVANCED CALIBRATION MODE

FIGURE 15 – ADVANCED CALIBRATION SCREENS



1. **Purge Feature (For Liquid Feed Systems):** In applications using the Omni-Valve to feed liquid chemicals (especially at low flow rates), the valve orifice can become blocked with particles in the liquid chemical. In order to overcome this issue, the Omni-Valve can be programmed to fully open for a set time on a periodic basis. The two parameters on line one of screen 5b are related to the Purge Feature.
 - a. The period between openings is the “Purg Tm” (the time is in minutes). A setting of 60 means that the valve will open once every 60 minutes. A setting of 0 means that the purge feature is not enabled.
 - b. The “Wt” is the duration of time resting at fully open (the time is in seconds). A setting of 15 means that when the valve opens, it will remain fully open for 15 seconds.
2. **Dosage Method Selection:** The parameter “D” on the bottom right of hidden screen 5b is used to determine the use of the 3rd 4-20mA input channel (DOS/GND). The options are as follows:
NOTE: If D is not set = 0, then an appropriate 4-20mA input signal must be connected to DOS/GND.
 - a. *D = 0:* The 3rd 4-20mA input channel is not being used.
 - b. *D = 1:* This is valid for Flow Pacing, Compound Loop, and Dual Input Feed Forward Control Methods. With *D = 1* the user will not be able to adjust the dosage in operation mode using the keypad.
 - i. If the OV-110 is in AUTO mode, then the 3rd 4-20mA input channel will set the dosage (refer to Section II.1). In this case, an input value of 4 mA will set dosage = 0 and a 20 mA input signal will set dosage = 10.0.
 - ii. If the OV-110 is in MANL mode and the Purge Feature is not enabled, then the 3rd 4-20mA input channel will directly control the chemical feed rate (1:1 ratio between input and feed rate).
 - c. *D = 2:* This is valid for Residual & Compound Loop Control Methods. With *D = 2* the user will not be able to adjust the residual set point in operation mode using the keypad. The 3rd 4-20mA input channel will set the residual set point (see Section II.2). In this case, an input value of 4 mA will set residual set point = “Res Min” and a 20 mA input signal will set residual set point = “Res Span”.
 - d. *D = 3:* This is only valid for Dual Set Point Control Method. See Section II.5. The 3rd 4-20mA input channel will be used for the residual analyzer at the outlet of the contact chamber. The residual decimal points and units for display must be the same as the residual analyzer on RES/GND.
3. **Flow Stop:** This feature is specifically intended for use with the compound loop control method to prevent valve adjustments based on the residual signal when water flow has stopped. This feature allows the user to enter a flow value below which the valve will drive closed and remain closed (until flow returns above the entered value). This setting is the “PV1Stop” parameter on the bottom left of hidden screen 5b. The default value is zero (PV1Stop = 0 means this feature is not enabled), but the PV1Stop setting can be adjusted using the ⊕ and ⊖ keys as desired.
4. **External Duty/Standby and Auto/Manual Control Options:** The following features allow the 24VDC SF3 and SF4 channels to be used for external control of these settings.
NOTE: Any DC voltage between 12 and 24 volts is acceptable for these input channels. See Figure 3.
NOTE: These features are only available if the OV-110 is not set to step feed control mode.
 - a. *Duty / Standby (SF3):* This feature does not require any user adjustments. If the OV-110 is

not in step feed control mode, then a 24 VDC input signal to channel SF3 will put the OV-110 into standby condition (in standby the OV-110 will drive closed and remain closed). If there is no voltage signal into SF3, then the OV-110 will operate normally.

- b. *Auto / Manual (SF4)*: This feature requires the user to first enable external control of AUTO/MANL mode on advanced calibration screen 5c. If external control has been enabled, then a 24 VDC input signal into channel SF4 will set the OV-110 into AUTO (automatic) mode and if there is no voltage signal into SF4, then the OV-110 will be in MANL (manual) mode. When external control has been enabled, the user will not be able to select AUTO/MANL using the keypad.

5. Modbus Communication:

- a. Screen 5d allows the user to adjust the Modbus communication settings. See the separate Modbus communication instruction for details.
- b. Screen 5e allows the user to select the three inputs (PV1, PV2, PV3 also known as FLO, RES, DOS). If “A” is selected then that input will be read from the analog input channel. If “M” is selected then that input will be read over Modbus. Each of the three input channels can be individually selected as either “A” or “M”.

VIII. TROUBLESHOOTING AND MAINTENANCE

1. **Factory Default:** If there is an electronics problem that cannot be solved by any of the below efforts, then you might consider performing a factory default. However, when this is done all calibration data is lost and must be reset. Therefore it is best to try other steps first because you will have to go through both the Advance Calibration Mode and the Configuration Mode to enter all control and calibration settings.. In order to perform a factory default follow these steps:

1. Turn off the power to the OV-110.
2. Hold both the “up arrow” ⬆ key and the “down arrow” ⬇ key on the front panel.
3. While holding both keys, turn on the power to the OV-110.

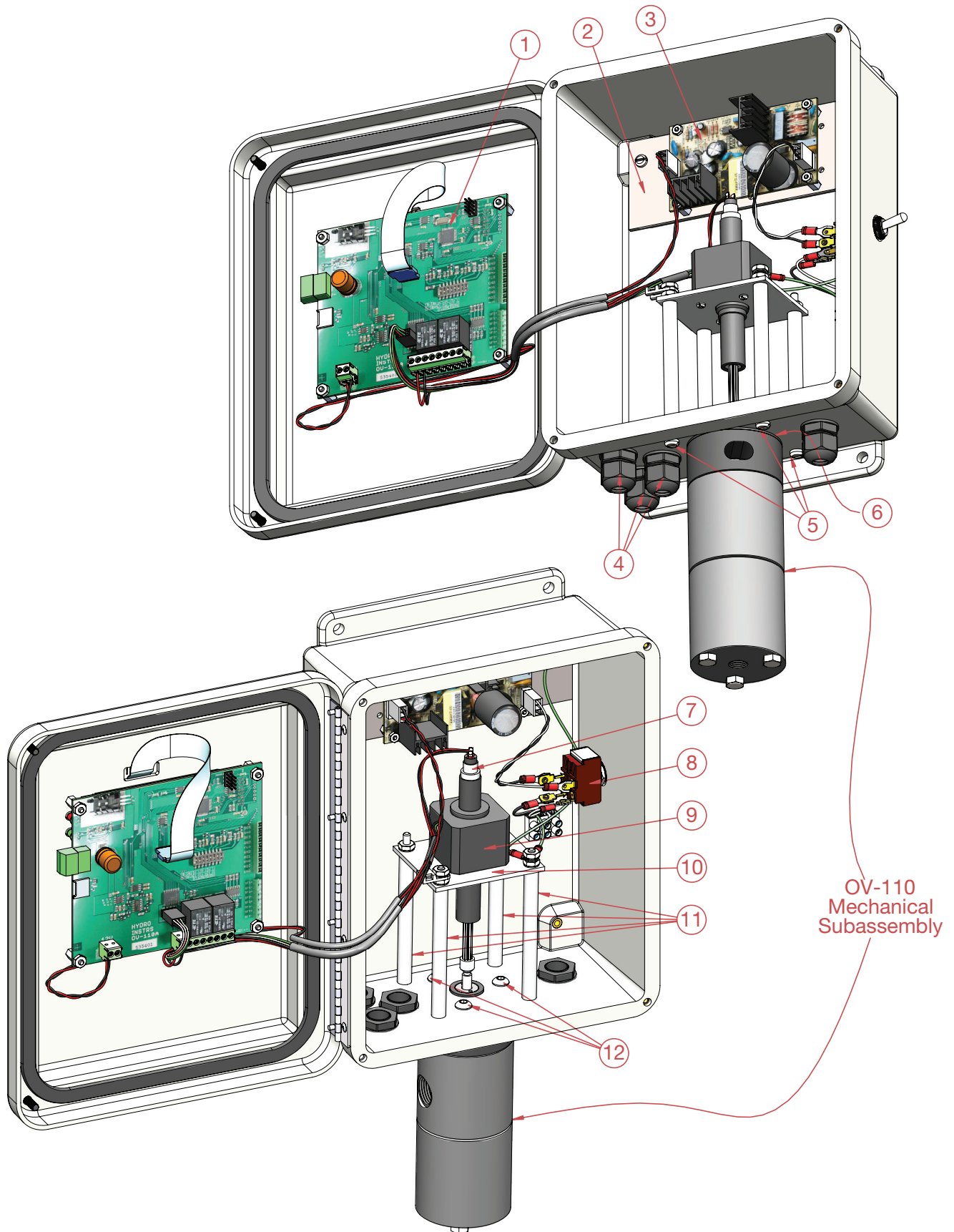
SAFETY NOTE: Be sure to follow all safety precautions before attempting to service the OV-110 Omni-Valve. Be sure to disconnect power from the OV-110 Omni-Valve before servicing electronics.

2. **Servicing the Valve Body:** (See Figures 14 and 16) If the valve becomes difficult to move or for the purpose of preventative maintenance (recommended every 12 to 24 months) the valve body should be serviced according to the following procedure:
 - a. **Removal of the valve body from the monitor enclosure:**
 - i. Remove the three bolts at the bottom end of the valve body.
 - ii. Remove the Lower Body and Middle Body parts of the valve body assembly.
 - iii. Unscrew the Valve Stem and intermediate Valve Stem from the motor shaft. Avoid using pliers or any tool that will scar the surface of these parts.
 - iv. Unscrew and remove the three bolts inside the enclosure that hold the Upper Body to the enclosure.
 - b. **Top Shaft Seal:** Also remove the OV2-33 Seal Cap from the top of the Upper Body using a spanner wrench. There is a 3RS-108 O-Ring and Teflon seal under this part. When reinstalling the OV2-33 Seal Cap do not over tighten. Use 7-10 inch-pounds torque.
 - c. **Maintenance:** All parts should be inspected for damage, cleaned, and lubricated* before reassembly. Generally, O-Rings should be replaced if in use for more than 12 months. The Valve Seat may require replacement if there are any cuts or burrs noticed. Hydro recommends replacement of AV2-62 during valve servicing.

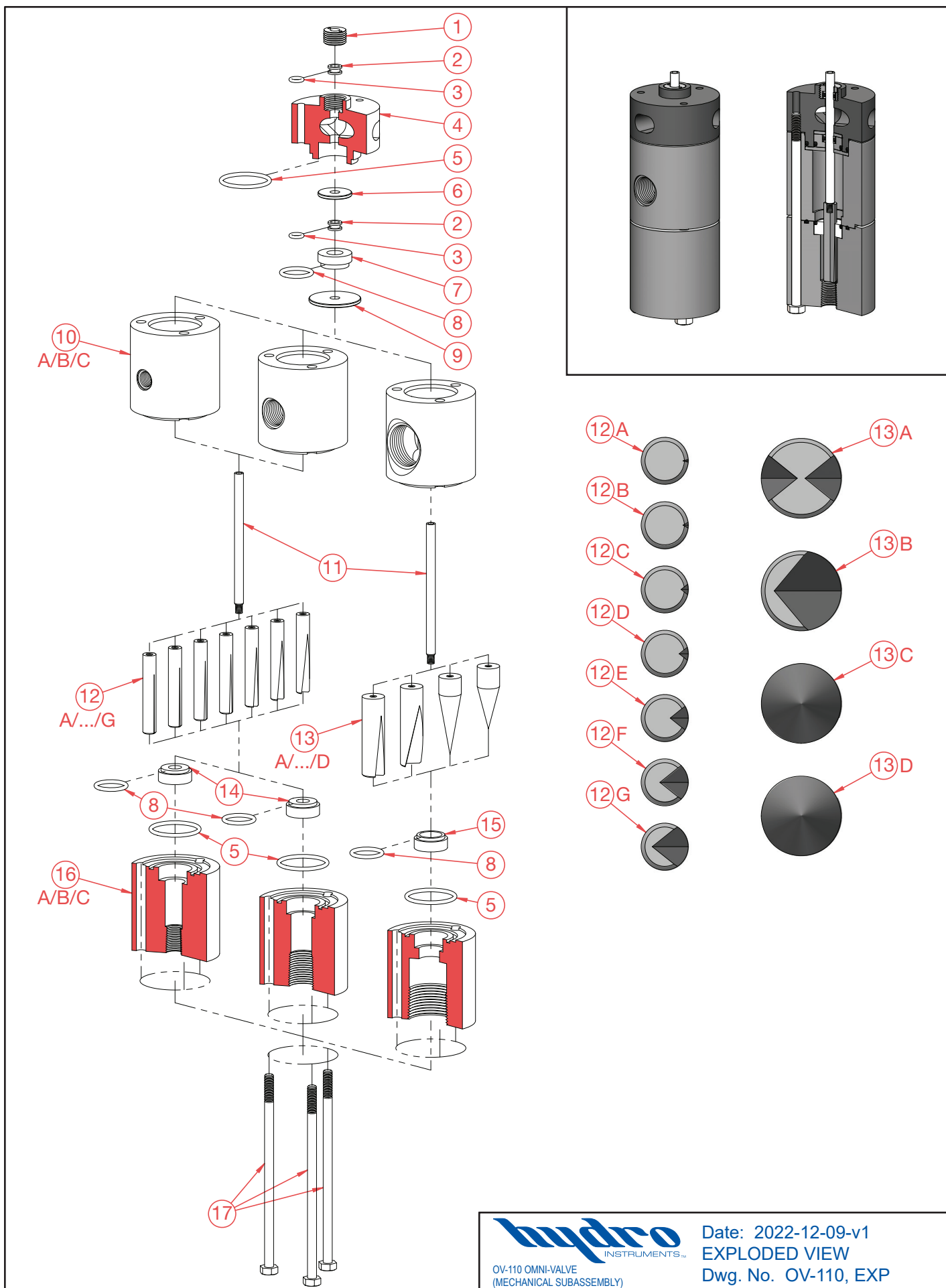
** Use appropriate lubrication for your chemical application. Contact your local representative of Hydro Instruments if there is any uncertainty.*

- d. **Reinstallation: IMPORTANT** – It is critically important that the threads on the Valve Stem and Intermediate Valve Stem be securely tightened during installation. Follow this procedure:
- i. Install all O-rings, Teflon Seals, Seal Cap and Stem Seal parts into the Upper body first. Then slip the Intermediate Valve Stem through the assembly.
 - ii. Secure the Upper Body to the enclosure being sure to use a new gasket between the two parts.
 - iii. Thread the Intermediate Valve Stem hand tight onto the motor shaft threaded adapter. Avoid using pliers or any tool that will scar the surface of the stem.
 - iv. Thread the Valve Stem hand tight onto the Intermediate Valve Stem. Avoid using pliers or any tool that will scar the surface of the stem.
 - v. Install the Middle Body and Lower Body being sure not to move them in a way that would possibly unthread the Intermediate Valve Stem or the Valve Stem threads.

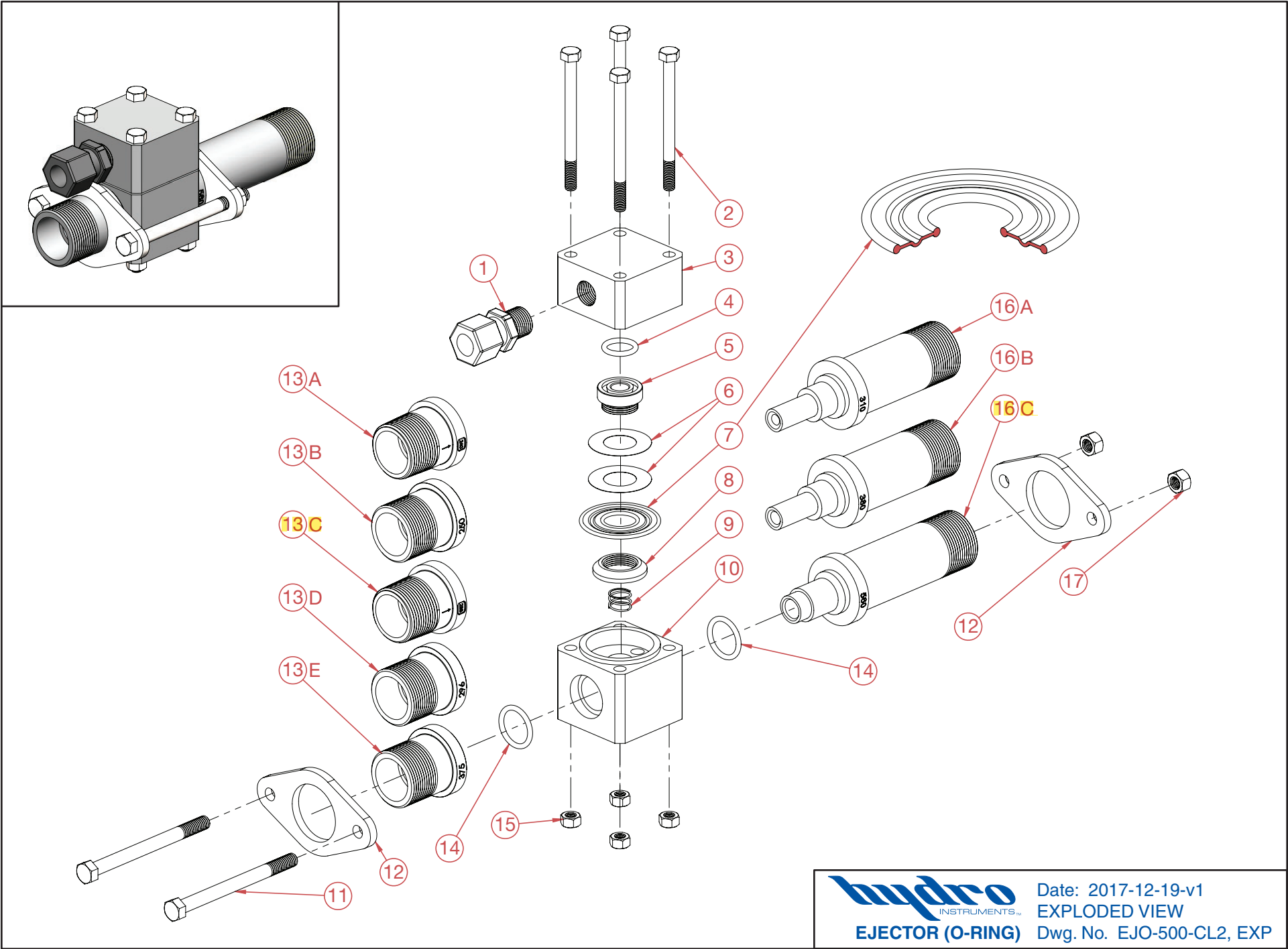
NOTE: The bolts used to secure the valve body (3 bottom + 3 top) should be tightened to 20-25 inch-pounds torque.



Item No.	Description	Quantity	Part No.
1	OV-110 Printed Circuit Board	1	Consult Factory
2	Power Supply Mounting Plate	1	MP-PS-2
3	Power Supply Board 12VDC, 2.1A	1	PSB-12VDC-OV
4	Liquid Tight Fitting	4	BLT-199
	- Required O-Ring for Liquid Tight Fitting	4	OH-BUN-112
5	10-24 x 5/8" Pan Head Machine Screw	4	BTH-STA-244
6	Upper Body Gasket	1	AV-GASKET
7	Home Switch Assembly with Threaded Adapter	1	OV-HOMESWITCH
8	Toggle Switch	1	PTS-01
9	OV-110 Stepper Motor and Home Switch	1	OV-MOTOR
10	OV-110 Mounting Plate	1	MP-1
11	OV-110 Stand Off	4	AV-SO-2
12	Upper Body Bolt (1/4-20 x 1/2" Button Head Socket Cap Screw)	3	BTH-STA-537
 Date: 2019-02-01-v1 BILL OF MATERIALS Dwg. No. OV-110 ELE, BOM			



Item No.	Description	Quantity	Part No.
1	^{PM} Seal Cap	1	OV2-33
2	^{PM} Teflon Seal	2	OVS-108
3	^{PM} O-Ring	2	OH-VIT-108
4	Upper Body	1	AVB-10-2
5	^{PM} O-Ring	2	OH-VIT-124
6	Small Disc	1	AV-4
7	^{PM} Stem Seal	1	OV-5
8	^{PM} O-Ring	2	OH-VIT-116
9	Large Disc	1	AV-3
10A	Middle Body (250 PPD)	1	AV2-112-250
10B	Middle Body (500 PPD)	1	AV2-112-500
10C	Middle Body (2,000 PPD)	1	AV2-112-000
11	Valve Shaft	1	AV2-12
12A	Valve Stem (4 PPD)	1	AV2-72-004
12B	Valve Stem (10 PPD)	1	AV2-72-010
12C	Valve Stem (25 PPD)	1	AV2-72-025
12D	Valve Stem (50 PPD)	1	AV2-72-050
12E	Valve Stem (100 PPD)	1	AV2-72-100
12F	Valve Stem (250 PPD)	1	AV2-72-250
12G	Valve Stem (500 PPD)	1	AV2-72-500
13A	Valve Stem (1,000 PPD)	1	AV2-72-1000
13B	Valve Stem (2,000 PPD)	1	AV2-72-2000
13C	Valve Stem (8+)	1	AV2-72-000-8P
13D	Valve Stem (8++)	1	AV2-72-000-8PP
14	^{PM} Valve Stem Seat (500 PPD)	1	AV2-62
15	^{PM} Valve Stem Seat (2,000 PPD)	1	AV2-6-000
16A	Lower Body (250 PPD)	1	AV2-92-250
16B	Lower Body (500 PPD)	1	AV2-92-500
16C	Lower Body (2,000 PPD)	1	AV2-92-000
17	Bolts	3	¼" -20 x 5 ½"
18A	^{PM} NPT Fitting (100 PPD) <i>Not Shown</i>	2	BKF-64
18B	^{PM} NPT Fitting (250 PPD) <i>Not Shown</i>	2	BKF-84
18C	^{PM} NPT Fitting (500 PPD) <i>Not Shown</i>	2	BKF-108
^{PM}	Part & Maintenance Kit (100 PPD)		KT1-100-OV
^{PM}	Part & Maintenance Kit (250 PPD)		KT1-250-OV
^{PM}	Part & Maintenance Kit (500 PPD)		KT1-500-OV
^{PM}	Part & Maintenance Kit (2,000 PPD)		KT1-040-OV



hydro
INSTRUMENTS™
EJECTOR (O-RING)

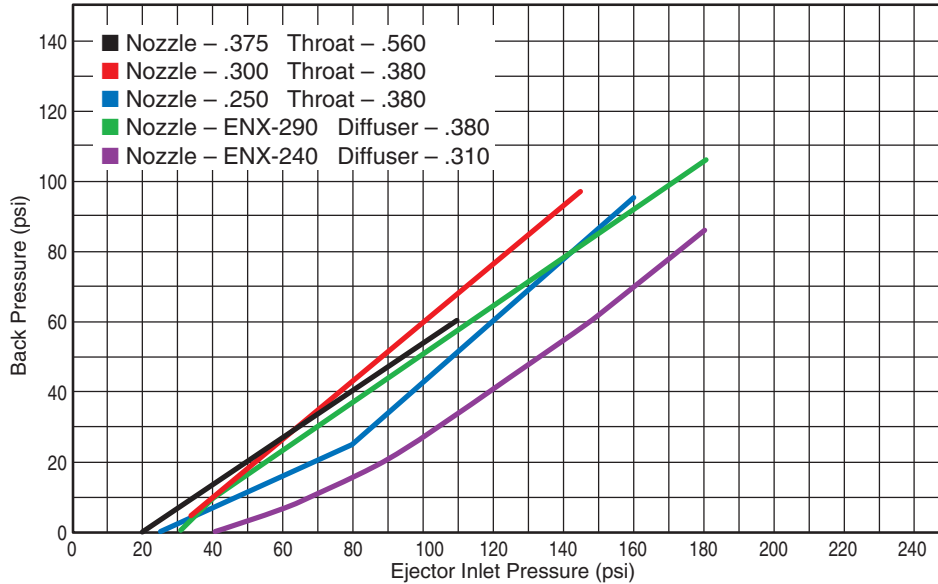
Date: 2017-12-19-v1
EXPLODED VIEW
Dwg. No. EJO-500-CL2, EXP

Item No.	Description	Quantity	Part No.
1	^{PM} 1/2" NPT 5/8" Tube Tubing Connector	1	BKF-108
2	5/16"-18 x 4" Bolt	4	BTH-STA-136
3	Top Body	1	EJH-237-500
4	^{PM} O-Ring	1	OH-CEM-210
5	^{PM} Diaphragm Bolt	1	EJH-236-500
6	^{PM} Set of Two Support Diaphragms	1	DIH-105-500
7	^{PM} Diaphragm	1	DIH-104-500
8	^{PM} Diaphragm Nut	1	EJH-146-500
9	Spring	1	SPH-106-000
10	Bottom Body	1	EJH-153-500
11	3/8"-14 x 4 1/2" Bolt	2	BTH-STA-145
12	Flange	2	EJH-136-500
13A	* Nozzle – .240	1	ENX-240
13B	* Nozzle – .250	1	TNH-187-250
13C	* Nozzle – .290	1	ENX-290
13D	* Nozzle – .300	1	TNH-187-300
13E	* Nozzle – .375	1	TNH-187-375
14	^{PM} O-Ring	2	OH-VIT-214
15	5/16"-18 Nut	4	NTH-STA-104
16A	* Throat – .310	1	TTH-189-310
16B	* Throat – .380	1	TTH-189-386
16C	* Throat – .560	1	TTH-189-562
17	3/8" Nut	2	NTH-STA-106
^{PM}	Part & Maintenance Kit	1	KTH-500-EJO
*	Refer to nozzle sizing charts for correct sizing.		



Date: 2017-12-19-v1
BILL OF MATERIALS
EJECTOR (O-RING) Dwg. No. EJO-500-CL2, BOM

NOZZLE SIZING CHART (250 PPD)



.375 Nozzle

15 20 25 30 35

.300 Nozzle or ENX-290

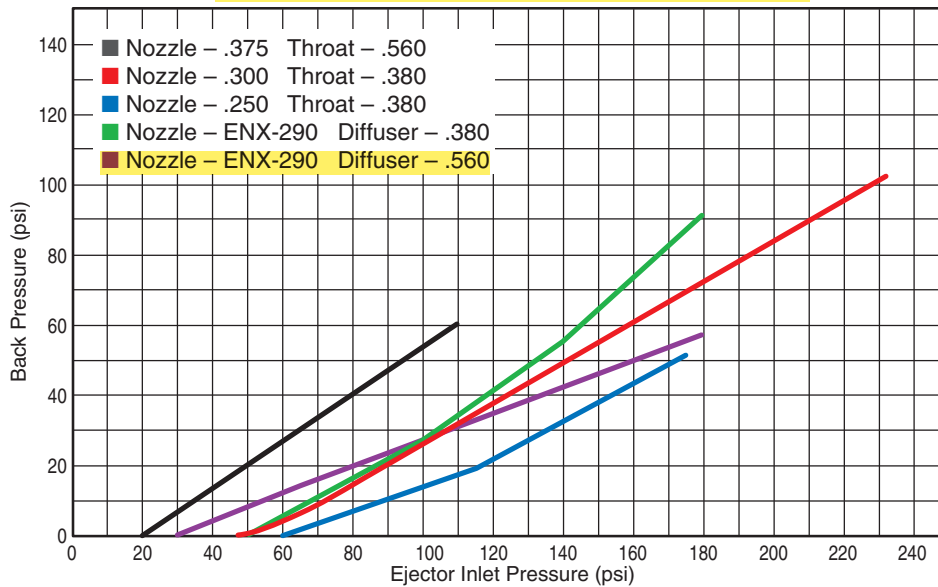
10 15 20 25

.250 Nozzle or ENX-240

10 15 20

Ejector Inlet Flow (gpm)

NOZZLE SIZING CHART (500 PPD)



.375 Nozzle

15 20 25 30 35

.300 Nozzle or ENX-290

15 20 25 30

.250 Nozzle or ENX-240

10 15 20

Ejector Inlet Flow (gpm)

Note: Pressure combinations that plot below the line for any given nozzle are acceptable for operating that nozzle at the stated chemical feed rate for that chart. Pressure combinations that fall above the line for any given nozzle are not acceptable.

NS-250-500 Rev. 3/1/13

Nozzle Tables NST-250-500

250 PPD (5 Kg/hr)

Nozzle >	0.375		0.300		ENX-290		0.250		ENX-240	
Throat >	0.560		0.380		0.380		0.380		0.310	
Ejector Backpressure	PSI @ GPM		PSI @ GPM		PSI @ GPM		PSI @ GPM		PSI @ GPM	
0	20	15.0	-	-	30	11.5	25	7.5	40	9.0
10	35	20.0	40	14.0	40	13.2	47	10.5	67	12.9
20	50	25.0	52	15.0	55	15.5	68	12.5	89	14.6
30	65	28.0	65	16.7	70	17.5	85	14.5	114	16.2
40	80	32.0	77	18.2	84	19.5	98	16.0	119	17.8
50	95	34.0	87	19.7	98	20.9	108	17.0	132	19.1
60	110	38.0	100	21.0	113	22.1	119	18.0	148	19.8
70	-	-	113	22.3	128	23.8	130	19.0	160	20.0
80	-	-	125	23.3	142	25.0	143	19.6	172	21.5
90	-	-	137	24.5	158	26.2	155	20.3	-	-
100	-	-	148	25.4	171	27.0	-	-	-	-
110	-	-	160	26.3	-	-	-	-	-	-

500 PPD (10 Kg/hr)

Nozzle >	0.375		0.300		ENX-290		ENX-290		0.250	
Throat >	0.560		0.380		0.560		0.380		0.380	
Ejector Backpressure	PSI @ GPM		PSI @ GPM		PSI @ GPM		PSI @ GPM		PSI @ GPM	
0	20	15.0	48	15.0	30	10.0	50	15.0	60	11.9
10	35	20.0	72	18.0	52	15.3	67	17.5	90	14.5
20	50	25.0	88	20.1	82	19.3	85	20.0	115	17.5
30	62	27.0	105	22.0	107	22.8	105	22.1	135	19.0
40	80	32.0	123	24.0	135	25.5	118	23.9	155	20.4
50	96	34.0	140	25.5	160	26.5	132	25.0	172	21.5
60	110	38.0	160	26.7	185	28.0	145	25.8	-	-
70	130	41.0	175	27.3	-	-	157	26.5	-	-
80	145	44.0	192	28.5	-	-	168	27.0	-	-
90	-	-	210	29.2	-	-	180	27.8	-	-
100	-	-	228	31.0	-	-	-	-	-	-



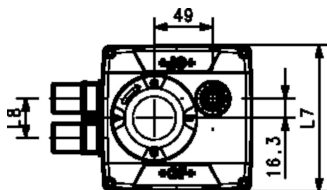
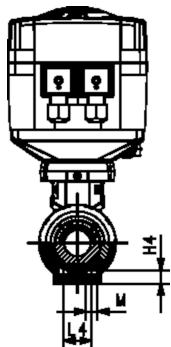
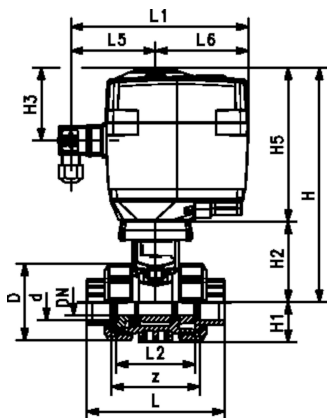
Ball valve type 127 PVC-U
100-230V
With manual emergency override
With solvent cement sockets Inch ASTM
Inclusive 2 threaded valve ends NPT

Model:

- Built on with electric actuator EA15
- Voltage 100-230V, 50-60Hz
- Factory set control range 90°<
- Heating element, position feedback (Open/Close)
- Integrated stainless steel mounting inserts

Option:

- Other valve and actuator configurations available
- Optional accessories: Fail-safe return unit



Size (inch)	d (mm)	DN (mm)	PN (bar)	kv-value ($\Delta p=1$ bar) (L/min)	EPDM Code	Weight (kg)	FKM Code	Weight (kg)
3/8	16	10	10	70	199 127 202	2.100	199 127 212	2.100
1/2	20	15	10	185	199 127 203	2.100	199 127 213	2.100
3/4	25	20	10	350	199 127 204	2.200	199 127 214	2.200
1	32	25	10	700	199 127 205	2.300	199 127 215	2.300
1 1/4	40	32	10	1000	199 127 206	2.600	199 127 216	2.600
1 1/2	50	40	10	1600	199 127 207	2.827	199 127 217	3.000
2	63	50	10	3100	199 127 208	3.800	199 127 218	3.800

Size (inch)	D (mm)	H (mm)	H1 (mm)	H2 (mm)	H3 (mm)	H5 (mm)	L (mm)	L1 (mm)	L2 (mm)	L4 (mm)	L5 (mm)	L6 (mm)	L7 (mm)	L8 (mm)	M
3/8	50	197	27	60	64	137	92	161	56	25	77	83	122	33	M6
1/2	50	197	27	60	64	137	95	161	56	25	77	83	122	33	M6
3/4	58	201	30	64	73	137	110	161	65	25	77	83	122	33	M6
1	68	207	36	70	73	137	123	161	71	25	77	83	122	33	M6
1 1/4	84	213	44	76	84	137	146	161	85	45	77	83	122	33	M8
1 1/2	97	219	51	82	84	137	157	161	89	45	77	83	122	33	M8
2	124	234	64	97	106	137	183	161	101	45	77	83	122	33	M8

Size (inch)	z (mm)
3/8	68
1/2	67
3/4	76
1	82
1 1/4	98
1 1/2	99
2	111

The technical data are not binding. They neither constitute expressly warranted characteristics nor guaranteed properties nor a guaranteed durability. They are subject to modification. Our General Terms of Sale apply.

Georg Fischer Piping Systems Ltd, Postfach, CH-8201 Schaffhausen/Switzerland

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Internet: <http://www.gfps.com>



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 24, 2025
SUBMITTING DEPARTMENT: Information Technology
DEPARTMENT DIRECTOR: Karie Mischel
PRESENTER: Karie Mischel, Computer Information Systems Manager
SUBJECT: Consider a 2025 Budget Amendment for Information Technology

STATEMENT/PURPOSE:

To consider a budget amendment for Information Technology (IT) to address needs within the IT department and to enhance security measures at City Hall

BACKGROUND/ALTERNATIVES:

- **Staffing and Resource Allocation** - The IT department has faced staffing challenges that have delayed essential maintenance and updates. There's a significant backlog of tasks that need attention to ensure systems' functionality.
- **Modernization Needs** - The city relies on outdated technology that hinders productivity. Many devices are old and prone to failures, so replacements are necessary to maintain efficiency and prevent disruptions.
- **Compliance and Future Planning** - Upcoming system upgrades, such as transitioning from Windows 10 before its end of life, require substantial planning and resources. Ensuring compliance with evolving standards is essential for smooth operations.
- **Infrastructure Enhancements** - To enhance safety and security at City Hall, additional measures are necessary, including installing updated security systems. These upgrades are crucial to protect employees and visitors.
- **Support and Contingency** - An intern is needed to help with the volume of tasks related to hardware and software updates. Additionally, a contingency is included in the budget to accommodate unforeseen issues or costs.

ATTACHMENTS:

None

FISCAL IMPACT:

Budget overage and 10% contingency for a cost of \$250,000. This request has been reviewed and approved by the finance department, to allocate funds from the general fund.

STAFF IMPACT:

As computers are being replaced, staff will be without a computer for only a short time.

LEGAL REVIEW:

RECOMMENDATION:

Allow the IT department to purchase equipment to replace outdated devices, upgrade and enhance security, and hire an intern for the tasks required. Amend the 2025 budget for the IT department for \$250,000.

SUGGESTED MOTION:

I move to allow the IT department to purchase equipment to replace outdated devices, upgrade and enhance security, and hire an intern for the tasks required. Amend the 2025 budget for the IT department for \$250,000.



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 29, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider a 2025 budget amendment for interim improvements at the Waste Water Treatment Plant

STATEMENT/PURPOSE:

BACKGROUND/ALTERNATIVES:

Concerns have been raised regarding the reliability of the existing clarifier instrumentation and control (I&C) system. The proposed interim I&C upgrades are necessary to ensure continued operational reliability while strategically selecting equipment that can be reused for future expansion projects.

Project Scope

The interim I&C upgrade project includes:

- Upgrading the Clarifier PLC Processor and Rack to a Compact/Control Logix PLC, which will be repurposed in the WWTF Expansion Project.
- Replacing the Main PLC Processor with an SLC 5/05 to maintain operability until the full upgrade is implemented.
- Installing Ethernet/Fiber switches and cabling to modernize the communication system, ensuring compatibility with future upgrades.
- Adding a new redundant server, which can later be repurposed as a workstation or backup system.

AE2S will provide engineering design, contractor selection, installation, programming, and commissioning services to ensure successful implementation. The city will procure the necessary equipment to avoid additional costs associated with contractor markup.

Budget Amendment Justification

The budget amendment is essential to fund this interim upgrade and prevent costly failures. Key reasons for approval include:

- **Avoiding Imminent Equipment Failure:** The existing clarifier control system is aging and at risk of failure. If the system fails, the plant would require manual operation for at least a month, increasing operational complexity and costs.
- **Long-Term Cost Savings:** A proactive upgrade avoids emergency repairs that could exceed \$100,000. Additionally, approximately \$50,000–\$60,000 of the proposed \$215,000 budget is for equipment that will be reused in the future WWTF expansion, maximizing investment efficiency.
- **Reducing Emergency Service Dependence:** The city previously spent \$25,000 on temporary emergency services for a server failure in 2022. Continued reliance on stopgap fixes is neither cost-effective nor sustainable.
- **Minimizing Operational Risks:** A failure in the clarifier control system could lead to regulatory non-compliance, potential fines, and significant operational disruptions. Upgrading now ensures reliability, mitigates risks, and prevents costly downtime.
- **Alignment with Long-Term Goals:** This interim upgrade is a strategic step toward the 2029 WWTF expansion, addressing critical issues now while ensuring a seamless transition to the future system.

ATTACHMENTS:

1. Mandan WWTF Interim Upgrade Scope

FISCAL IMPACT:

The estimated cost for clarifier and server upgrades is \$215,000. This would be paid for out of the City Utility Fund, which Finance indicated is able to support this cost. \$60,000 - \$80,000 of this amount will be reusable in the anticipated, larger-scale Waste Water Treatment Plant improvement project.

STAFF IMPACT:

Moderate effort will be required to procure equipment and coordinate installation.

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

To approve a \$215,000 increase to the Waste Water Treatment Plant's 2025 Capital Outlay budget using City Utility funds to pay for the equipment and professional services

necessary to complete the described interim improvements.

SUGGESTED MOTION:

I move to amend the Waste Water Treatment Plant's 2025 Capital Outlay budget by \$215,000 to make the improvements, as presented.

December 10, 2024

Re: Mandan WWTF Interim I&C Upgrades – Scoping Document

Background

The Mandan WWTF Expansion project is expected to be online in 2029. There are concerns with the clarifier programming lasting until 2029. The purpose of this interim I&C upgrade is to provide reliability for operations while keeping in mind the goal to reuse some of the equipment for the WWTF Expansion project.

Interim I&C Upgrades

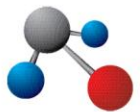
- Perform programming upgrades to the Clarifier

Equipment:

- Upgrade Clarifier PLC Processor and Rack (BWP) to a Compact/Control Logix PLC
 - To be Reused in the future
 - Will be moved to the new Clarifier Panel in the future
- Upgrade Main PLC Processor (MCP) to SLC 5/05
 - To be Removed in the future
 - Will be upgraded to similar Compact/Control Logix PLC as the Clarifier
- Ethernet/Fiber Switches and Cable
 - To be Reused in the future
 - Upgrades the communications protocol to an ethernet based system
- Optional: New Redundant Server
 - To be Removed in the future
 - Could operate as a workstation/pc after future upgrade

AE2S scope to include:

- Design
- Contractor Selection: Time and Materials
- Installation and Programming
 - Replace PLC Processor and I/O Cards in Clarifier Panel
 - Upgrade the existing PLC Program to the 5000 Platform
 - Convert Communication Protocol to Ethernet
 - Install a SCL5/05 Processor in the Main PLC Rack
 - Convert Communication Protocol to Ethernet
 - Add Ethernet/Fiber Switches to both PLC Cabinets
 - Switch Setup and Programming



- Convert Communication Protocol to Ethernet
- Optional: Backup Server Programming and Set-up
 - Provide service to setup and test a fully functional backup server
 - *Could use this as primary and use the current primary as a backup due to a lack in performance currently*
- Commissioning
 - Provide any additional services needed to make the upgrades operate correctly
 - PLC Messaging Updates for Ethernet Communications
 - Server and PC Configurations
 - Complete I/O and Functional Testing of Clarifier PLC Upgrade

Schedule

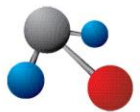
- Task Order approved January commission meeting: January 7th
 - Purchase Equipment: January, 2025
 - Program: February, 2025
 - Contractor Installation (2 contractors): March 2025
 - Panel Conversion
 - Electrician to pull fiber
 - Install/Commission: March/April 2025
 - **All Dependent on Equipment Arrival**

Estimated Cost

- \$200k placeholder for clarifier upgrades
- Optional: \$15k for temporary server upgrades

Justification for Interim I&C Upgrade at the Wastewater Treatment Facility

- Prevent Imminent Equipment Failure:
 - The existing clarifier I&C equipment is nearing the end of its service life and is at high risk of failure.
 - If failure occurs, the plant will require manual operation for at least one month, significantly increasing operational complexity and costs.
- Cost Savings in the Long Run:
 - An interim upgrade avoids the need for emergency repairs, which could exceed \$100,000.



- Approximately \$50-\$60K of the \$215K upgrade cost is for equipment that can be reused in the larger WWTF project, maximizing investment value.
- Reduce Reliance on Emergency Services:
 - The city spent approximately \$25K in 2022 on on-call services due to server failure, which only temporarily fixed the problem.
 - Continuing to rely on temporary fixes is inefficient and costly without addressing the root cause.
- Mitigate Operational Risks:
 - A failure of the clarifier I&C system would disrupt operations and delay repairs, risking regulatory non-compliance and potential fines.
 - The interim upgrade ensures consistent and reliable operations, reducing the risk of downtime and environmental impacts.
- Align with Long-Term Goals:
 - This interim project bridges the gap until the larger WWTF project is implemented.
 - By addressing critical needs now, the city avoids compounding risks and costs, while ensuring smooth integration with future improvements.



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 29, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider authorizing staff to advertise for Water Treatment Plant Phase III Optimization bids.

STATEMENT/PURPOSE:

To authorize City Staff and consultants to advertise for the solicitation of bids for the Water Treatment Plant (WTP) Phase III Optimization Project.

BACKGROUND/ALTERNATIVES:

The WTP Phase III Optimization Project replaces process and electrical equipment that has reached the end of its useful life. AE2S and City Staff have been working on the design of a project that includes the replacement of existing CO2 feed and storage equipment, a new lime storage silo and replacement of existing lime feed equipment, chemical feed system updates, electrical equipment replacement, and other miscellaneous improvements to the WTP. Design is nearing completion, and the bid package is anticipated to be ready to advertise beginning February 14th. If the anticipated schedule is kept, the construction would be awarded this spring with construction beginning Summer/Fall of 2025.

ATTACHMENTS:

1. Advertisement for Bids
2. Map of Improvements

FISCAL IMPACT:

There are no fiscal impacts associated with the advertisement for bids. Once bids are opened, a recommendation of award will be presented to the Commission for consideration. Recall the project received 60% cost-share funding from the State Water Commission, and City Staff recommends applying for construction phase cost-share funding.

STAFF IMPACT:

Minimal.

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

To authorize the advertisement for bids for the WTP Phase III Optimization Project.

SUGGESTED MOTION:

I move to authorize the advertisement for bids for the WTP Phase III Optimization Project.

ADVERTISEMENT FOR BIDS

**City of Mandan
Mandan, North Dakota
Mandan WTP Phase III Optimization**

General Notice

City of Mandan (Owner) is requesting Bids for the construction of the following Project:

**Mandan WTP Phase III Optimization
City of Mandan Project No.: 2024-01
AE2S Project No.: P00510-2023-003**

Bids for the construction of the Project will be received at the **Office of the City Engineer** located at **Mandan City Hall, 205 2nd Ave NW, Mandan, ND 58554**, until **Thursday, March 20, 2025 at 11:00AM** local time. At that time the Bids received will be publicly opened and read.

Separate Bids will be received for the following Contracts:

Contract No.	Description of Contract
1	Mandan WTP Phase III Optimization – General Construction
2	Mandan WTP Phase III Optimization – Mechanical Construction
2	Mandan WTP Phase III Optimization – Electrical, Instrumentation, and Controls Construction
4	Mandan WTP Phase III Optimization – Combined General, Mechanical, and Electrical, Instrumentation, and Controls Construction

Obtaining the Bidding Documents

Information and Bidding Documents for the Project can be found at the following designated websites:

www.AE2S.com

www.Questcdn.com Project #9096306

Bidding Documents may be downloaded from the designated website by paying a non-refundable deposit of Fifty Dollars (\$50.00). Prospective Bidders are urged to register with the designated website as a plan holder, even if Bidding Documents are obtained from a plan room or source other than the designated website in either electronic or paper format. The designated website will be updated periodically with addenda, lists of registered plan holders, reports, and other information relevant to submitting a Bid for the Project. All official notifications, addenda, and other Bidding Documents will be offered only through the designated website. Neither Owner nor Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the designated website.

The Issuing Office for the Bidding Documents is:

**Advanced Engineering and Environmental Services, LLC (AE2S)
1815 Schafer St., Suite 301, Bismarck, ND 58501**

Prospective Bidders may obtain or examine the Bidding Documents at the Issuing Office on Monday through Friday between the hours of **8:30 am to 4:30 pm**, and may obtain copies of the Bidding Documents from the Issuing Office as described below. Partial sets of Bidding Documents will not be

EJCDC® C-111, Advertisement for Bids for Construction Contract.

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Page 1 of 2

available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office.

Contact person for all bidding document interpretations and clarifications is Tyler Fode, 701-221-0530, tyler.fode@ae2s.com. Printed copies of the Bidding Documents may be obtained from the Issuing Office by paying a non-refundable deposit of Two Hundred Fifty Dollars (\$250.00) for each set.

Pre-bid Conference

A pre-bid conference for the Project will be held on **Wednesday, February 26, 2025 at 10:00AM at Mandan Water Treatment Plant, 1994 38th Street, Mandan, ND 58554**. Attendance at the pre-bid conference is encouraged but not required.

Instructions to Bidders.

Bidders on this work will be required to comply with American Iron and Steel requirements of the Consolidated Appropriations Act, 2014. The requirements for bidders and contractors under this regulation are explained in the specifications.

Bidders are required to comply with Davis-Bacon prevailing wage requirements.

Any lead service line replacements conducted under this project must replace the entire lead service line, not just a portion, unless a portion has already been replaced or is concurrently being replaced with another funding source.

Bidders on this work will be required to comply with Title 40 CFR Part 33– Participation by Disadvantaged Business Enterprises in the United States Environmental Protection Agency Programs. The requirements for bidders and contractors under this regulation concern utilization of Minority Business Enterprises (MBE), Women’s Business Enterprises (WBE), and Small Business Enterprises (SBE) and are explained in the specifications. The goal for MBE is 2% of the total dollar value of the project. The goal for WBE is 3% of the total dollar value of the project. To demonstrate a good faith effort to comply, bidders must include the MBE/WBE subcontractor solicitation form in the bid package.

Bidders on this work will be required to comply with the President’s Executive Order No. 11246, as amended. The requirements for bidders and contractors under this order are explained in the specifications.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

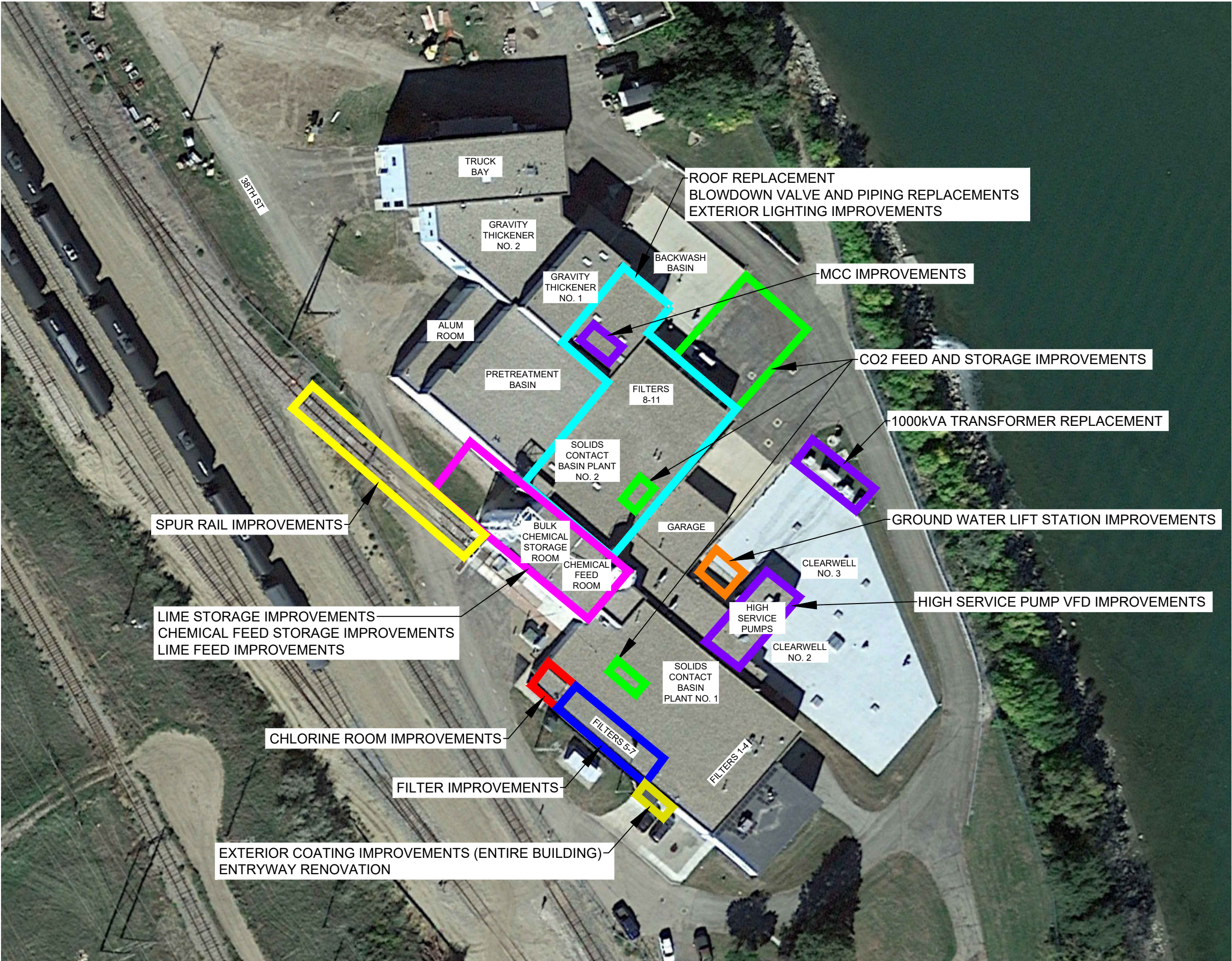
This Advertisement is issued by:

Owner: **City of Mandan**

By: **Jarek Wigness**

Title: **City Engineer**

Date: **February 17, 2025; February 24, 2025; March 3, 2025**





CITY OF

MANDAN

WHERE THE WEST BEGINS



AES

2

Certification of Individual Project Design Disciplines Are Included On Their Individual Drawings, Respectively

Advanced Engineering and Environmental Services, LLC

NOT FOR CONSTRUCTION

PRELIMINARY

MANDAN WATER TREATMENT PLANT
1994 38TH ST.
MANDAN ND 58554

SHEET TITLE: IMPROVEMENTS OVERVIEW		
CLIENT: CITY OF MANDAN MANDAN, NORTH DAKOTA		PREPARED BY: TRK CHECKED BY: LDH APPROVED BY: TRF
PROJECT NO: 00510-2023-003 DATE: FEBRUARY 2025 ALT PROJECT NO: 2024-01	SHEET DESIGNATOR: GEN	SHEET NO: EX1

MANDAN WTP PHASE III OPTIMIZATION
Advanced Engineering and Environmental Services, LLC www.ae2s.com

STATUS: PRELIMINARY - NOT FOR CONSTRUCTION
SYM DATE APPR

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City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 29, 2025
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Jarek Wigness
PRESENTER: Jarek Wigness, City Engineer
SUBJECT: Consider Raw Water Intake project change orders.

STATEMENT/PURPOSE:

To consider and possibly approve change orders for the Raw Water Intake project.

BACKGROUND/ALTERNATIVES:

The Raw Water Intake project is nearing completion. The City began using the new intake in August 2023 and the Mandan Marathon Refinery (MPC) began using their portion of the intake April 2024. The remaining work primarily includes decommissioning of the existing intake (planned for spring 2025).

The change orders below reflect miscellaneous changes in contract Work. Summary as follows:

Swanberg Change Order G-08

- Adjustment to contract time due to delay in abandoning the 16" MPC transmission line.
- Color code valve handwheels per MPC request.

YES Change Order E-08

- Adjustment to contract time and costs due to delay in abandoning the 16" MPC transmission line and need for winter work.

ATTACHMENTS:

1. General Contract - Change Order 8
2. Electrical Contract - Change Order 9

FISCAL IMPACT:

Construction Contract Summary

- Swanberg Construction increase of \$3,435 (6.1% total change order rate).
- YES increase of \$6,100 (17.0% total change order rate).

Budget Summary

Summary of Expenditures	Current Contracted	Pending	Total
Construction Contracts	\$31,076,165	\$9,535	\$31,085,700
Engineering Services	\$3,945,000	\$0	\$3,945,000
Other	\$89,456	\$0	\$89,456
	\$35,110,620	\$9,535	\$35,120,155

Total Project Budget/Funding	\$36,587,000
Estimated Total Expenditures	\$35,120,155
Estimated Contingency Remaining	\$1,466,845

STAFF IMPACT:

Minimal

LEGAL REVIEW:

This item has been reviewed as part of the agenda packet.

RECOMMENDATION:

To approve Change Order No. G-08 with Swanberg Construction and Change Order No. E-09 with YES for the Mandan Raw Water Intake project.

SUGGESTED MOTION:

I move to approve change orders G-08 and E-09, as presented.

Change Order

No. G-08

Date of Issuance: February 4, 2025

Effective Date: February 4, 2025

Project: <u>Mandan Raw Water Intake - Phase IB</u>	Owner: <u>City of Mandan, ND</u>	Owner's Contract No.: <u>2014-09</u>
Contract: <u>General Construction</u>		Date of Contract: <u>November 24, 2020</u>
Contractor: <u>Swanberg Construction, Inc.</u>		Engineer's Project No.: <u>P00510-2010-001</u>

The Contract Documents are modified as follows upon execution of this Change Order:

Description of Change

Item	Description	Cost Adjustment
1	Adjust contracts dates to accommodate remaining PRP work and site restoration.	\$0.00
2	Replace valve handwheels in MPC's possession for CV1 that were coated and provided to MPC for CV2 at MPC's request.	\$3,435.00
Total Net Change: CO-G-08		\$3,435.00

Attachments: Swanberg's schedule email, WCD G-69.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:	Substantial completion: <u>December 15, 2022</u>
<u>\$ 11,143,000.00</u>	Ready for final payment: <u>February 15, 2023</u>
Increase from previously approved Change Orders	Increase from previously approved Change Orders
No. 0 to No. 7	No. 0 to No. 7
<u>\$676,578.97</u>	Substantial completion: <u>701</u>
	Ready for final payment: <u>685</u>
Contract with Increase from previously approved Change Orders	Contract Times prior to this Change Order:
<u>\$ 11,819,578.97</u>	Milestone 1 (Medium Voltage Duct bank and Fiber): <u>November 3, 2022</u>
	Milestone 2 (Building Dry-In): <u>December 24, 2022</u>
	Milestone 3 (Intake Operational): <u>August 14, 2023</u>
Increase of this Change Order	Substantial completion: <u>November 15, 2024</u>
<u>\$ 3,435.00</u>	Ready for final payment: <u>December 31, 2024</u>
Contract Price incorporating this Change Order:	Increase Time of this Change Order:
<u>\$ 11,823,013.97</u>	Milestone 1 (Medium Voltage Duct bank and Fiber): <u>0</u>
	Milestone 2 (Building Dry-In): <u>0</u>
	Milestone 3 (Intake Operational): <u>0</u>
	Substantial completion: <u>140</u>
	Ready for final payment: <u>182</u>
	Contract Times with all approved Change Orders:
	Milestone 1 (Medium Voltage Duct bank and Fiber): <u>November 3, 2022</u>
	Milestone 2 (Building Dry-In): <u>December 24, 2022</u>
	Milestone 3 (Intake Operational): <u>August 14, 2023</u>
	Substantial completion: <u>April 4, 2025</u>
	Ready for final payment: <u>July 1, 2025</u>

RECOMMENDED:

By: 
Engineer (Authorized Signature)

Date: 01/29/2025

Approved by Funding Agency (if applicable):

ACCEPTED:

By: _____
Owner
(Authorized
Signature)
Date: _____

ACCEPTED:

By: 
Contractor (Authorized Signature)

Date: 01-28-25

Date: _____

EJCDC No. C-941, Change Order.

Prepared and published 2013 by the Engineers Joint Contract Documents Committee.

Page 1 of 1

From: Josh Casavant <josh.casavant@cjyes.com>
Sent: Monday, January 27, 2025 11:47 AM
To: Tyler Fode
Cc: Chad Ystaas; Laith Hintz
Subject: RE: Mandan RWI - Swanberg Change Order G-08 - DRAFT

Tyler,

My estimate would be by April 1st we would be completed with PRP portion on our end. Is there any specific start up or commissioning with the PRP portion of the project?

Thanks,



From: Tyler Fode <Tyler.Fode@AE2S.com>
Sent: Monday, January 27, 2025 10:39 AM
To: Josh Casavant <josh.casavant@cjyes.com>
Cc: Chad Ystaas <chad.ystaas@cjyes.com>; Laith Hintz <Laith.Hintz@AE2S.com>
Subject: FW: Mandan RWI - Swanberg Change Order G-08 - DRAFT

Josh,

Could you please let me know what your schedule would look like for completing the PRP if you weren't able to install conduit until February 27th?

See below regarding the remaining schedule for Swanberg work at the PRP. I highlighted the portion that indicates when they could be ready for you to install the remaining conduit. I would like to know what your anticipated date would be for completing work on the PRP with Swanberg's current schedule.

Please let me know if you have any questions. I would appreciate it if you could get me a response before noon tomorrow (1/28).

Thanks

From: Kent Swanberg <Kent@swanbergconstruction.com>
Sent: Monday, January 27, 2025 11:10 AM
To: Laith Hintz <Laith.Hintz@AE2S.com>
Cc: Tyler Fode <Tyler.Fode@AE2S.com>; Mark Swanberg <mark@swanbergconstruction.com>
Subject: RE: Mandan RWI - Swanberg Change Order G-08 - DRAFT

Laith,

March 1st might not be realistic for substantial completion. The pumps and piping will be complete this week and the buildings are scheduled to be down by Feb 5th. However, with the frozen ground and using 'ground heaters' the date for completing removal of the concrete foundations, backfill and excavating the trench at the pump discharge would be February 27th. The remaining work for using the pumps would be; electrical, removing temporary platforms, concrete patches at finish floor and start-up. Removing platforms and concrete patch would be 3 days and could run concurrently with electrical work. For start-up we would need to flood the PRP with water.

After pump start-up work remaining would be- filling the two bypass chambers with flowable fill and as weather allows clean-up, finish grade and asphalt.
Please contact me with questions.

Kent Swanberg
Swanberg Construction Inc.
250 Central Ave S – PO Box 728
Valley City, ND 58072
Office 701 845 6946 – Cell 701 490 0725

From: Laith Hintz <Laith.Hintz@AE2S.com>
Sent: Friday, December 20, 2024 3:06 PM
To: Kent Swanberg <Kent@swanbergconstruction.com>
Cc: Tyler Fode <Tyler.Fode@AE2S.com>; mandanwtp <mandanwtp@midconetwork.com>; jarek.wigness <jarek.wigness@cityofmandan.com>
Subject: Mandan RWI - Swanberg Change Order G-08 - DRAFT

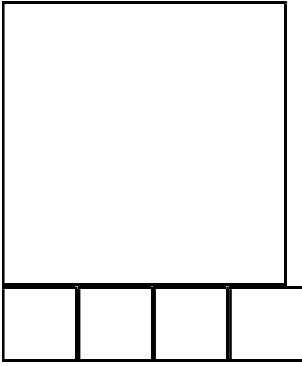
Kent,

Attached is draft Change Order G-08 for the Mandan RWI project for review and comment. We plan to include this for consideration at the January 21st City Commission meeting.

As discussed last week, YES has concerns with cold weather and their remaining site work. We would like to review during the January 6th progress meeting so any changes can be incorporated into his change order.

Please reach out with any questions or concerns. Thanks!

Laith



Laith Hintz, PE (MT, ND, SD)
Senior Project Manager

Laith.Hintz@ae2s.com

Office: 701.221.0530

Mobile: 701.426.0817

1815 Schafer St Suite 301
Bismarck, ND 58501

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Tyler Fode

From: Kent Swanberg <Kent@swanbergconstruction.com>
Sent: Monday, December 16, 2024 7:49 AM
To: Laith Hintz
Cc: Tyler Fode
Subject: Man RW asphalt

CAUTION: [EXTERNAL] This email originated from outside of AE2S. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Laith,
Talked to Northern Imp. – End of June to finish that asphalt.
Thanks

Kent Swanberg
Swanberg Construction Inc.
250 Central Ave S – PO Box 728
Valley City, ND 58072
Office 701 845 6946 – Cell 701 490 0725

Phone: 701-845-6946
Fax No: 701-845-8999

250 Central Ave S
PO Box 728
Valley City, ND 58072-0728



December 19, 2024

ITEM 2: WCD G-69

AE2S, Inc.
1815 Schafer Street
Bismarck, ND 58501

Attn: Tyler Fode

Re: Mandan Raw Water Phase 1B
Cost Proposal – valve handwheel replacement for Marathon

Gentlemen,

The following is the cost proposal to supply and install 4 gate valve handwheels at CV1 and the Intake building. Handwheels that were removed for Marathon refinery.

Material - with shipping and tax	\$3,013.00
Labor and Equipment	<u>110.00</u>
Subtotal	\$3,123.00
Bond, Overhead and profit	<u>312.00</u>
Total	\$3,435.00

Respectfully Submitted,

Kent Swanberg
Swanberg Construction



Bid Proposal for Mandan, ND - Phase 1B Handwheel Replacement

SWANBERG CONSTRUCTION INC

Job Location: Mandan, ND

Bid Date: 12/19/2024

Core & Main Bid #: 3926153

Core & Main

15800 W 79th St

Eden Prairie, MN 55344

Phone: 9529379666

Fax: 9529378065

Seq#	Qty	Description	Units	Price	Ext Price
		THIS PROJECT IS BEING BID IN ACCORDANCE WITH AIS REQUIREMENTS.			
10	4	REPLACEMENT HANDWHEEL ONLY FUW 20, 24", AND 30" R/W GV	EA	666.67	2,666.68
30	1	FREIGHT (ESTIMATED)	EA	150.00	150.00
				Sub Total	2,816.68
				Tax	0.00
				Total	2,816.68

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>

Tyler Fode

From: Mandan Water Treatment Plant <mandanwtp@midconetwork.com>
Sent: Friday, December 20, 2024 9:35 AM
To: Tyler Fode
Cc: jarek.wigness; 'Carpenter, Clay R.'; Laith Hintz
Subject: RE: Mandan RWI - Valve Handwheel Replacement Cost for Review

Tyler,

Would like to forward with purchasing hand wheels.

Duane Friesz

Water Treatment Plant Superintendent

Mandan Water Treatment Plant
1994 38th street
Mandan, North Dakota 58554
mandanwtp@midconetwork.com
(701) 667-3275 (phone)

From: Tyler Fode [mailto:Tyler.Fode@AE2S.com]
Sent: Friday, December 20, 2024 9:30 AM
To: mandanwtp <mandanwtp@midconetwork.com>
Cc: jarek.wigness <jarek.wigness@cityofmandan.com>; Carpenter, Clay R. <CCarpenter2@marathonpetroleum.com>; Laith Hintz <Laith.Hintz@AE2S.com>
Subject: Mandan RWI - Valve Handwheel Replacement Cost for Review

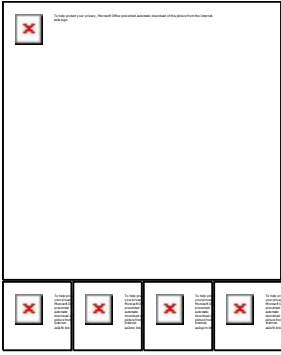
Duane,

Could you please let me know if you are ok moving forward with costs to replace the 4 valve handwheels from CV1 that were coated and provided to MPC for CV2?

The total cost (\$3,435.00) to replace the valve handwheels is attached, which I reviewed and seems reasonable. Note there was a misunderstanding between Kent and I regarding the original cost and the quote provided previously was for each valve handwheel, not the total. I reviewed the updated cost with MPC, and they would still like to move forward with this.

Please let me know if you have any questions or would agree that you would like to move forward with the costs provided.

Thanks,



Tyler Fode, PE
Senior Project Engineer

Tyler.Fode@ae2s.com

Office: 701.221.0530
Mobile: 701.204.2348

1815 Schafer St Suite 301
Bismarck, ND 58501

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Tyler Fode

From: Tyler Fode
Sent: Thursday, December 19, 2024 12:11 PM
To: Carpenter, Clay R.
Cc: Laith Hintz; Duane Friesz
Subject: RE: valve handwheels

Clay,

As we discussed, MPC would like to move forward with new valve handwheels. I will get Swanberg to update pricing and review with the City.

Thanks

From: Tyler Fode
Sent: Thursday, December 12, 2024 11:14 AM
To: Carpenter, Clay R. <CCarpenter2@marathonpetroleum.com>
Cc: Laith Hintz <Laith.Hintz@AE2S.com>; Duane Friesz <mandanwtp@midconetwork.com>
Subject: RE: valve handwheels

Clay,

Did you have a response regarding the valve handwheels below?

Thanks

From: Tyler Fode
Sent: Monday, December 9, 2024 12:54 PM
To: Carpenter, Clay R. <CCarpenter2@marathonpetroleum.com>
Cc: Laith Hintz <Laith.Hintz@AE2S.com>; Duane Friesz <mandanwtp@midconetwork.com>
Subject: RE: valve handwheels

Clay,

Did you have a response regarding the valve handwheels below?

Thanks

From: Tyler Fode
Sent: Thursday, December 5, 2024 7:37 AM

To: Carpenter, Clay R. <CCarpenter2@marathonpetroleum.com>
Cc: Laith Hintz <Laith.Hintz@AE2S.com>; Duane Friesz <mandanwtp@midconetwork.com>
Subject: FW: valve handwheels
Importance: High

Clay,

See below regarding the cost for Swanberg to order new valve handwheels as discussed. The magnitude of cost would be likely be in the \$700 - \$800 range. Could you please let me know before the end of the day if you would like Swanberg to purchase new valve handles?

Note that I will still need to review this added cost with the City.

Thanks

From: Kent Swanberg <Kent@swanbergconstruction.com>
Sent: Wednesday, December 4, 2024 9:28 AM
To: Tyler Fode <Tyler.Fode@AE2S.com>
Subject: FW: valve handwheels

Tyler,
See below for the cost of the handwheels- I would need to verify the shipping costs for 4 handwheels and add MU.
Let me know.
Thanks

Kent Swanberg
Swanberg Construction Inc.
250 Central Ave S – PO Box 728
Valley City, ND 58072
Office 701 845 6946 – Cell 701 490 0725

From: Pritchard, Jim <Jim.Pritchard@coreandmain.com>
Sent: Wednesday, December 4, 2024 9:21 AM
To: Kent Swanberg <Kent@swanbergconstruction.com>
Subject: RE: valve handwheels

Kent,

AFC says if you can order by this Friday, the prices from March would still be good - \$620, and they're in stock so could ship in 3 days.

If Friday comes and goes, then a price increase goes into effect, but he did not clarify what the new price would be – safe to say a 10% increase or so?

From: Tyler Fode <Tyler.Fode@AE2S.com>
Sent: Tuesday, December 3, 2024 9:20 AM
To: Kent Swanberg <Kent@swanbergconstruction.com>
Subject: RE: valve handwheels

Kent,

Could you please let me know the cost to replace these valve handwheels?

Thanks

From: Kent Swanberg <Kent@swanbergconstruction.com>
Sent: Wednesday, October 9, 2024 9:29 AM
To: Carpenter, Clay R. <CCarpenter2@marathonpetroleum.com>
Cc: Tyler Fode <Tyler.Fode@AE2S.com>
Subject: FW: valve handwheels

Clay,
What is the status of the valve handwheels we need returned to us?
Please respond.
Thanks

Kent Swanberg
Swanberg Construction Inc.
250 Central Ave S – PO Box 728
Valley City, ND 58072
Office 701 845 6946 – Cell 701 490 0725

From: Kent Swanberg
Sent: Tuesday, September 17, 2024 7:38 AM
To: Carpenter, Clay R. <CCarpenter2@marathonpetroleum.com>
Cc: Tyler Fode <Tyler.Fode@AE2S.com>
Subject: valve handwheels

Clay,
Are the handwheels available for us to pickup- or can your guys set them at the new intake building?
Thanks

Kent Swanberg
Swanberg Construction Inc.
250 Central Ave S – PO Box 728
Valley City, ND 58072
Office 701 845 6946 – Cell 701 490 0725

Change Order

No. E-09

Date of Issuance: February 4, 2025

Effective Date: February 4, 2025

Project: Mandan Raw Water Intake - Phase IB	Owner: City of Mandan, ND	Owner's Contract No.: 2014-09
Contract: Electrical Construction		Date of Contract: November 24, 2020
Contractor: Ystass Electrical Services (YES)		Engineer's Project No.: P00510-2010-001

The Contract Documents are modified as follows upon execution of this Change Order:

Description of Change

Item	Description	Cost Adjustment
1	WCD-47: Adjust contracts dates to accommodate remaining PRP work and site restoration. Includes YES costs associated with winter work, labor and material increase for 2025.	\$6,100.00

Total Net Change: CO-E-09 \$6,100.00

Attachments: WCD - 47

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$ 2,557,870.74

Increase from previously approved Change Orders

No. 0 to No. 8

\$428,560.48

Contract with Increase from previously approved Change Orders

\$ 2,986,431.22

Increase of this Change Order

\$ 6,100.00

Contract Price incorporating this Change Order:

\$ 2,992,531.22

Substantial completion: December 15, 2022

Ready for final payment: February 15, 2023

Increase from previously approved Change Orders

No. 0 to No. 7

Substantial completion: 701

Ready for final payment: 685

Contract Times prior to this Change Order:

Milestone 1 (Medium Voltage Duct bank and Fiber): November 3, 2022

Milestone 2 (Building Dry-In): December 24, 2022

Milestone 3 (Intake Operational): August 14, 2023

Substantial completion: November 15, 2024

Ready for final payment: December 31, 2024

Increase Time of this Change Order:

Milestone 1 (Medium Voltage Duct bank and Fiber): 0

Milestone 2 (Building Dry-In): 0

Milestone 3 (Intake Operational): 0

Substantial completion: 140

Ready for final payment: 182

Contract Times with all approved Change Orders:

Milestone 1 (Medium Voltage Duct Bank and Fiber): November 3, 2022

Milestone 2 (Building Dry-In): December 24, 2022

Milestone 3 (Intake Operational): August 14, 2023

Substantial completion: April 4, 2025

Ready for final payment: July 1, 2025

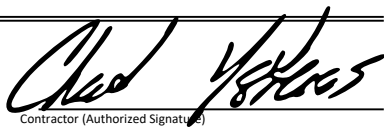
RECOMMENDED:

By: 
Engineer (Authorized Signature)

ACCEPTED:

By: _____
Owner (Authorized Signature)

ACCEPTED:

By: 
Contractor (Authorized Signature)

Date: 01/29/2025

Date: _____

Date: 1/28/25

Approved by Funding Agency (if applicable):

Date: _____

EJCDC No. C-941, Change Order.

Prepared and published 2013 by the Engineers Joint Contract Documents Committee.

Page 1 of 1

**Change Order CO 46**

Date:	<u>1/17/2025</u>
Owner:	<u>City of Mandan</u>
Engineer:	<u>AE2S</u>
Project Name:	<u>Mandan Raw Water Intake</u>
YES Project No:	<u>150-1660-3423</u>
Customer PO/AFE:	<u>P00510-2010-01</u>

CHANGE ORDER NO: 46

You are directed to make the following changes in this Contract:

Change Order Description:

Manage 3rd part provided ground thaw matts. (positioning, fueling & fuel provided by others)
 Rate adjustments from initial substantial completion date of July 2022 to 2025 rates.

Original Contract Sum	\$ 2,557,870.74
Change Order No. 1-45 Approved (exclude 39-40)	\$ 451,620.55
Change Order No. 39 & 40	\$ 0.00

Change Order No. 46 Winter trenching	<u>\$ 6,100.00</u>
Manage ground thaw machine	\$ 3,150.00
Labor cost increase from July 22 to current rates	\$ 2,100.00
Material cost increase from July 22 to current day	\$ 850.00

New Contract Sum	\$ 3,015,591.29
------------------------	------------------------

Not valid until signed by the customer. Signature of the customer indicates agreement herewith, including any adjustment in the Contract Sum or the Contract Time.

Sincerely,
Ystaas Electrical Service, LLC

Aaron Burckhard

Aaron Burckhard, Estimator
 AB/JC

ACCEPTANCE OF CHANGE ORDER

YES requests written authorization prior to performing the work described herein. Written or verbal authorization of this work is an admission that the information stated above, including all terms and conditions, has been examined and is acceptable to owner's conditions, specifications, and prices, and is incorporated into any and all contract agreements.

Signature _____

Name (Printed) _____

Title _____

Date Accepted _____

Tyler Fode

From: Josh Casavant <josh.casavant@cjyes.com>
Sent: Monday, January 27, 2025 11:47 AM
To: Tyler Fode
Cc: Chad Ystaas; Laith Hintz
Subject: RE: Mandan RWI - Swanberg Change Order G-08 - DRAFT

Tyler,

My estimate would be by April 1st we would be completed with PRP portion on our end. Is there any specific start up or commissioning with the PRP portion of the project?

Thanks,



Josh Casavant
Project Foreman

-  josh.casavant@cjyes.com
-  701-483-8330 (Office)
701-550-7212 (Mobile)
-  PO Box 1155
Dickinson, ND 58602
-  www.cjyes.com
www.enetk.com

From: Tyler Fode <Tyler.Fode@AE2S.com>
Sent: Monday, January 27, 2025 10:39 AM
To: Josh Casavant <josh.casavant@cjyes.com>
Cc: Chad Ystaas <chad.ystaas@cjyes.com>; Laith Hintz <Laith.Hintz@AE2S.com>
Subject: FW: Mandan RWI - Swanberg Change Order G-08 - DRAFT

Josh,

Could you please let me know what your schedule would look like for completing the PRP if you weren't able to install conduit until February 27th?

See below regarding the remaining schedule for Swanberg work at the PRP. I highlighted the portion that indicates when they could be ready for you to install the remaining conduit. I would like to know what your anticipated date would be for completing work on the PRP with Swanberg's current schedule.

Please let me know if you have any questions. I would appreciate it if you could get me a response before noon tomorrow (1/28).

Thanks

From: Kent Swanberg <Kent@swanbergconstruction.com>
Sent: Monday, January 27, 2025 11:10 AM
To: Laith Hintz <Laith.Hintz@AE2S.com>
Cc: Tyler Fode <Tyler.Fode@AE2S.com>; Mark Swanberg <mark@swanbergconstruction.com>
Subject: RE: Mandan RWI - Swanberg Change Order G-08 - DRAFT

Laith,

March 1st might not be realistic for substantial completion. The pumps and piping will be complete this week and the buildings are scheduled to be down by Feb 5th. However, with the frozen ground and using 'ground heaters' the date for completing removal of the concrete foundations, backfill and excavating the trench at the pump discharge would be February 27th. The remaining work for using the pumps would be; electrical, removing temporary platforms, concrete patches at finish floor and start-up. Removing platforms and concrete patch would be 3 days and could run concurrently with electrical work. For start-up we would need to flood the PRP with water.

After pump start-up work remaining would be- filling the two bypass chambers with flowable fill and as weather allows clean-up, finish grade and asphalt.
Please contact me with questions.

Kent Swanberg
Swanberg Construction Inc.
250 Central Ave S – PO Box 728
Valley City, ND 58072
Office 701 845 6946 – Cell 701 490 0725

From: Laith Hintz <Laith.Hintz@AE2S.com>
Sent: Friday, December 20, 2024 3:06 PM
To: Kent Swanberg <Kent@swanbergconstruction.com>
Cc: Tyler Fode <Tyler.Fode@AE2S.com>; mandanwtp <mandanwtp@midconetwork.com>; jarek.wigness <jarek.wigness@cityofmandan.com>
Subject: Mandan RWI - Swanberg Change Order G-08 - DRAFT

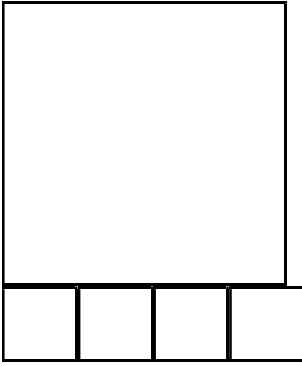
Kent,

Attached is draft Change Order G-08 for the Mandan RWI project for review and comment. We plan to include this for consideration at the January 21st City Commission meeting.

As discussed last week, YES has concerns with cold weather and their remaining site work. We would like to review during the January 6th progress meeting so any changes can be incorporated into his change order.

Please reach out with any questions or concerns. Thanks!

Laith



Laith Hintz, PE (MT, ND, SD)
Senior Project Manager

Laith.Hintz@ae2s.com

Office: 701.221.0530

Mobile: 701.426.0817

1815 Schafer St Suite 301
Bismarck, ND 58501

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City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 30, 2025
SUBMITTING DEPARTMENT: Planning
DEPARTMENT DIRECTOR: Andrew Stromme
PRESENTER: Andrew Stromme, City Planner
SUBJECT: Consider extension of Zoning Moratorium

STATEMENT/PURPOSE:

Consider extension of Zoning Moratorium

BACKGROUND/ALTERNATIVES:

On January 16, 2024, the City Commission adopted Ordinance No. 1442, implementing a temporary moratorium on the acceptance and processing of applications for self-storage facilities within the city limits of Mandan and its extra-territorial zoning jurisdiction. The moratorium was enacted to allow for a comprehensive review of the City's zoning and land development regulations related to self-storage facilities.

Since then, staff has continued to progress on the zoning ordinance study, which initially identified concerns with the City's approach to permitting such development projects. Due to a schedule change order, the project will not complete until the end of May and at such time be in the process of City approval.

Request:

To ensure adequate time for the completion of the zoning code review and the implementation of appropriate regulatory amendments, staff is requesting an extension of the temporary moratorium until June 31, 2025. This extension will allow for:

- Final public engagement and stakeholder input.
- Final drafting and adoption of new zoning provisions.

If approved, staff will place an updated ordinance on the following City Commission agenda.

ATTACHMENTS:

1. Ordinance 1442 - Zoning Moratorium

FISCAL IMPACT:

N/a

STAFF IMPACT:

A considerable amount of staff time, from many departments, has gone into the zoning ordinance project.

LEGAL REVIEW:

This item has been reviewed by the City Attorney as part of the agenda packet.

RECOMMENDATION:

Staff recommends that the City Commission provide authorization to draft and present the moratorium extension ordinance at future meetings.

SUGGESTED MOTION:

I move to direct staff to add the moratorium extension to the February 18 City Commission agenda for first consideration.

ORDINANCE NO. 1442

AN ORDINANCE ADOPTING AND ESTABLISHING A TEMPORARY MORATORIUM PROHIBITING THE CITY OF MANDAN FROM RECEIVING AND PROCESSING APPLICATIONS FOR SELF-STORAGE FACILITIES WITHIN THE CITY LIMITS OF MANDAN AND ITS EXTRA-TERRITORIAL ZONING JURISDICTION.

WHEREAS, the City of Mandan has undertaken a comprehensive examination and evaluation of its zoning and land development ordinances, encompassing regulations concerning self-storage facilities, with the intention of utilizing the findings to recommend and propose amendments to the Planning and Zoning and City Commissions for consideration;

WHEREAS, an initial audit report for this ongoing study has revealed that the existing regulations pertaining to self-storage development do not align with adopted plans and best planning best practices. This study will involve a thorough assessment of facility locations and requirements. The City of Mandan foresees the enactment of new code provisions, rendering this moratorium unnecessary, upon adoption of the new code, or within one year from the date of this resolution's adoption.

BE IT HEREBY ORDAINED BY THE CITY COMMISSION OF THE CITY OF MANDAN, NORTH DAKOTA, PURSUANT TO THE HOME RULE CHARTER OF THE CITY OF MANDAN, NORTH DAKOTA, THAT:

No applications for self-storage facilities within the City of Mandan and its extra-territorial zoning jurisdiction will be processed.

This ordinance shall be in full force and effect on February 15th, 2024 after its passage and approval as provided by law.



Tim Helbling
President, Board of City Commissioners



Jim Neubauer
City Administrator

INTRODUCTION:	December 19 th , 2023
FIRST CONSIDERATION:	January 2 nd , 2024
SECOND CONSIDERATION:	January 16, 2024



City Commission

Agenda Documentation

MEETING DATE: February 4, 2025
PREPARATION DATE: January 29, 2025
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer
PRESENTER:
SUBJECT: Legislative Update

STATEMENT/PURPOSE:

To provide a legislative update to the Commission on the 2025 Legislative Session activities

BACKGROUND/ALTERNATIVES:

Information will be updated on Monday after Friday's meeting schedule has been set.

ATTACHMENTS:

1. 2025-02-04-legislative-update

FISCAL IMPACT:

STAFF IMPACT:

LEGAL REVIEW:

RECOMMENDATION:

SUGGESTED MOTION:

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
HB 1141	Relating to using public services or property for a political purpose.	House: INTRODUCED Senate: Governor: 01/07 H Introduced, first reading, referred Political Subdivisions Committee 01/10 H Request return from committee 01/10 H Rereferred to Industry, Business and Labor 01/27 H Committee Hearing - 10:00 AM		
HB 1152	Relating to the definition of residential property; and to provide an effective date.	House: PASSED Senate: Governor: 01/07 H Introduced, first reading, referred Finance and Taxation Committee 01/13 H Reported back, do pass, place on calendar 13 1 0 01/14 H Second reading, passed, yeas 91 nays 2 01/15 S Received from House 01/13 H Committee Hearing - 10:00 AM	Neutral	
HB 1166	Relating to sealing certain criminal records; to amend and reenact section 12â€™60.1â€™02 of the North Dakota Century Code, relating to grounds to file a petition to seal a criminal record; and to declare an emergency.	House: PASSED Senate: Governor: 01/07 H Introduced, first reading, (emergency), referred Judiciary Committee 01/21 H Reported back amended, do pass, amendment placed on calendar 11 0 3 01/22 H Amendment adopted, placed on calendar 01/23 H Second reading, passed, yeas 90 nays 0, Emergency clause carried 01/24 S Received from House 01/13 H Committee Hearing - 09:00 AM		Chiefs Opposed this Bill. The opposition position is for the ability for the police to do proper background investigations for potential police officers the PDs access needs to not be sealed. This would also be the case for any criminal investigation. Chiefs will request a LE exemption.
HB 1168	Relating to limitations on property tax levies by taxing districts except school districts without voter approval; to amend and reenact subsection 3 of section 15.1â€™27â€™02, sections 15.1â€™27â€™04.1, 15.1â€™27â€™04.2, and 57â€™15â€™01.1, subsection 1 of section 57â€™15â€™14, section 57â€™15â€™14.2, and subdivision c of subsection 1 of section 57â€™20â€™07.1 of the North Dakota Century Code, relating to required reports, the state school aid funding formula, and school district levy authority; to repeal sections 15.1â€™27â€™04.3, 15.1â€™27â€™15.1, and 15.1â€™27â€™20.2 of the North Dakota Century Code, relating to adjustments to state aid payments; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/07 H Introduced, first reading, referred Finance and Taxation Committee 01/15 H Committee Hearing - 09:00 AM		
HB 1171	Relating to the creation of the law enforcement family scholarship program; and to provide an appropriation.	House: DEFEATED Senate: Governor: 01/07 H Introduced, first reading, referred Political Subdivisions Committee 01/27 H Reported back, do not pass, placed on calendar 8 5 0 01/29 H Second reading, failed to pass, yeas 14 nays 79 01/17 H Committee Hearing - 10:00 AM		This is a State Funded program for Law Enforcement Officers' children. The Chiefs support this Bill.

Measure	Title	Status	Note	Comments
HB 1176	Relating to a legacy earnings fund, a legacy property tax relief fund, a primary residence certification, and a limitation on property tax levies without voter approval; to amend and reenact subsection 1 of section 21â€™10â€™06, section 57â€™02â€™01, subdivision c of subsection 1 of section 57â€™02â€™08.1, subdivision b of subsection 2 of section 57â€™02â€™08.1, and sections 57â€™02â€™08.9, 57â€™02â€™08.10, 57â€™02â€™27, 57â€™02â€™27.1, 57â€™02â€™53, 57â€™09â€™04, 57â€™11â€™03, 57â€™12â€™06, and 57â€™20â€™07.1 of the North Dakota Century Code, relating to funds invested by the state investment board, property tax definitions, the homestead tax credit and renters refund, the primary residence credit, property classifications, notices to property owners, and the property tax statement; to repeal sections 21â€™10â€™12, 21â€™10â€™13, and 57â€™15â€™02.2 of the North Dakota Century Code, relating to legacy fund definitions, the legacy earnings fund, and estimated property tax and budget hearing notices; to provide an appropriation; to provide a transfer; to provide an effective date; to provide an expiration date; and to declare an emergency.	House: INTRODUCED Senate: Governor: 01/07 H Introduced, first reading, (emergency), referred Finance and Taxation Committee 01/14 H Committee Hearing - 09:00 AM	Neutral testimony provided, simply showing what our results may look like with a 3% cap	
HB 1180	Relating to eligibility for certain veteran earned benefits; and to provide an effective date.	House: PASSED Senate: Governor: 01/07 H Introduced, first reading, referred Government and Veterans Affairs Committee 01/16 H Reported back, do pass, place on calendar 13 0 1 01/17 H Second reading, passed, yeas 90 nays 0 01/20 S Received from House 01/16 H Committee Hearing - 02:49 PM	Neutral	
HB 1194	Relating to false information or false reports to law enforcement; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/10 H Introduced, first reading, referred Judiciary Committee 02/03 H Committee Hearing - 10:30 AM	Chiefs Support this Bill	
HB 1195	Relating to the fee for overtaking and passing a schoolbus.	House: WITHDRAWN Senate: Governor: 01/10 H Introduced, first reading, referred Transportation Committee 01/15 H Request return from committee 01/15 H Withdrawn from further consideration	Chiefs Support this Bill	
HB 1206	Relating to the special punishment for causing injury or death while operating a vehicle while under the influence of alcohol or any other drugs or substances and to driving while under the influence of alcohol or any other drugs or substances while being accompanied by a minor; to provide a penalty; and to provide for application.	House: INTRODUCED Senate: Governor: 01/10 H Introduced, first reading, referred Judiciary Committee 01/23 H Request return from committee 01/23 H Rereferred to Transportation 02/06 H Committee Hearing - 09:00 AM	Chiefs are monitoring this Bill	

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
HB 1226	Relating to wearing a mask in a public place.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Judiciary Committee 02/04 H Committee Hearing - 09:00 AM	Chiefs have not weighed in on this Bill as of yet.	
HB 1229	Relating to statutory fees for traffic offenses and a motor vehicle owner's responsibility regarding a driver who flees a peace officer; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Judiciary Committee 01/21 H Request return from committee 01/21 H Rereferred to Transportation 02/06 H Committee Hearing - 04:00 PM	Chiefs Support this Bill	
HB 1231	Relating to a petition for relief from requiring a sexual offender to register; and to provide for application.	House: PASSED Senate: Governor: 01/13 H Introduced, first reading, referred Judiciary Committee 01/21 H Reported back amended, do pass, amendment placed on calendar 8 3 3 01/22 H Amendment adopted, placed on calendar 01/23 H Second reading, passed, yeas 62 nays 29 01/24 S Received from House 01/20 H Committee Hearing - 09:00 AM	Chiefs are monitoring this Bill	
HB 1232	Relating to the definition of residential property; and to provide an effective date.	House: PASSED Senate: Governor: 01/13 H Introduced, first reading, referred Political Subdivisions Committee 01/24 H Reported back, do pass, place on calendar 12 0 1 01/27 H Second reading, passed, yeas 87 nays 5 01/28 S Received from House 01/23 H Committee Hearing - 11:00 AM	neutral	
HB 1266	Relating to the property tax credit for disabled veterans; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Finance and Taxation Committee 01/21 H Committee Hearing - 10:30 AM	neutral	
HB 1294	Relating to offenses excepted from the traffic violation procedure, amount of fees, moving violations, and overtaking and passing a schoolbus; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Transportation Committee 02/07 H Committee Hearing - 09:45 AM	Chiefs Support this Bill	
HB 1296	Relating to producing a license to carry a concealed firearm upon request from a law enforcement officer; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Energy and Natural Resources Committee 02/07 H Committee Hearing - 08:30 AM	Chiefs are monitoring this Bill	

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
HB 1298	Relating to speed limitations on multilane highways; and to provide a penalty.	House: PASSED Senate: Governor: 01/13 H Introduced, first reading, referred Transportation Committee 01/23 H Reported back, do pass, place on calendar 13 0 1 01/24 H Second reading, passed, yeas 69 nays 22 01/27 S Received from House 01/23 H Committee Hearing - 02:00 PM	Chiefs are monitoring this Bill	
HB 1301	Relating to possession of a firearm while on probation; and to provide for application.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Energy and Natural Resources Committee 01/15 H Request return from committee 01/15 H Rereferred to Judiciary	Chiefs are monitoring this Bill.	
HB 1307	Relating to supersession of state laws in home rule counties and cities.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Political Subdivisions Committee 02/06 H Committee Hearing - 10:00 AM		
HB 1321	Relating to medical marijuana limitations.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Human Services Committee 01/20 H Committee Hearing - 03:00 PM	Chiefs Opposed this Bill	
HB 1326	Relating to self-defense and the unlawful possession of a firearm; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Energy and Natural Resources Committee 01/23 H Committee Hearing - 02:00 PM	Chiefs are monitoring this Bill.	
HB 1329	Relating to duties of the superintendent of public instruction and the establishment of a government spending database; to provide an appropriation; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Education Committee 01/28 H Committee Hearing - 10:00 AM	Neutral, should not be a burdon upon finance	
HB 1335	Relating to the homestead tax credit; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Finance and Taxation Committee 01/22 H Committee Hearing - 10:30 AM	neutral	
HB 1340	Relating to motor vehicle window tint.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Transportation Committee 01/31 H Reported back, do pass, place on calendar 12 2 0 01/30 H Committee Hearing - 10:45 AM	Chiefs are monitoring this Bill.	

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
HB 1343	Relating to the priority of liens; to amend and reenact sections 47â€™18â€™01, 47â€™18â€™04, 47â€™18â€™18, and 57â€™28â€™03 of the North Dakota Century Code, relating to the homestead exemption, declaration of a homestead, and the contents of a tax lien.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Finance and Taxation Committee 01/22 H Committee Hearing - 09:30 AM	neutral	
HB 1351	Relating to prohibiting sexually explicit deep fake videos and images; to amend and reenact section 12.1-32-15 of the North Dakota Century Code, relating to sexual offenders and registration requirements; and to provide a penalty.	House: PASSED Senate: Governor: 01/13 H Introduced, first reading, referred Judiciary Committee 01/29 H Reported back amended, do pass, amendment placed on calendar 11 0 3 01/30 H Amendment adopted, placed on calendar 02/03 H Second reading, passed, yeas 93 nays 0 01/20 H Committee Hearing - 10:00 AM	Chiefs are monitoring this Bill.	
HB 1353	Relating to limitations on property tax levies by taxing districts without voter approval; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Finance and Taxation Committee 01/27 H Committee Hearing - 09:00 AM		
HB 1361	Relating to mandatory minimum sentences for human trafficking offenders; and to provide a penalty.	House: PASSED Senate: Governor: 01/13 H Introduced, first reading, referred Judiciary Committee 01/28 H Reported back, do pass, place on calendar 6 5 3 01/30 H Second reading, passed, yeas 70 nays 23 01/31 S Received from House 01/20 H Committee Hearing - 09:30 AM	Chiefs Support this Bill	
HB 1365	Relating to exemption from liability for public and private entities and possession of firearms or dangerous weapons at a publicly owned or operated building; and to amend and reenact section 62.1â€™02â€™05 of the North Dakota Century Code, relating to possession of firearms or dangerous weapons at a school or school-sponsored event on school property.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Energy and Natural Resources Committee 02/07 H Committee Hearing - 08:30 AM	Chiefs are monitoring this Bill	
HB 1366	Relating to speeding violations; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Transportation Committee 01/30 H Committee Hearing - 10:00 AM	Chiefs are monitoring this Bill.	
HB 1367	Relating to drug crime penalties and drug paraphernalia possession; and to provide a penalty.	House: PASSED Senate: Governor: 01/13 H Introduced, first reading, referred Judiciary Committee 01/27 H Reported back, do pass, place on calendar 13 0 1 01/29 H Second reading, passed, yeas 93 nays 0 01/30 S Received from House 01/27 H Committee Hearing - 09:15 AM	Chiefs are monitoring this Bill.	

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
HB 1371	Relating to uniform group insurance program benefits for retired peace officers.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Government and Veterans Affairs Committee 01/31 H Committee Hearing - 09:00 AM	Chiefs are monitoring this Bill.	
HB 1390	Relating to the determination of state school aid, the primary residence credit, and removal of the homestead and disabled veterans' credit; to repeal sections 57â€‘02â€‘08.1, 57â€‘02â€‘08.2, and 57â€‘02â€‘08.8 of the North Dakota Century Code, relating to the homestead credit and disabled veterans' credit; to provide an effective date; and to declare an emergency.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, (emergency), referred Finance and Taxation Committee 01/22 H Committee Hearing - 10:00 AM	neutral	
HB 1392	Relating to the amount of statutory fees; to amend and reenact sections 39â€‘04â€‘08 and 39â€‘04â€‘11 of the North Dakota Century Code, relating to number plates; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Transportation Committee 01/31 H Committee Hearing - 10:30 AM	Chiefs Oppose this Bill	
HB 1418	Relating to arrests without a warrant for harassing a public safety agency.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Judiciary Committee 01/27 H Committee Hearing - 09:45 AM	Chiefs are monitoring this Bill.	
HB 1419	Relating to the public employees retirement system public safety retirement plan.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Government and Veterans Affairs Committee 01/30 H Committee Hearing - 09:30 AM	Chiefs are monitoring this Bill.	
HB 1422	Relating to operating a motor vehicle while driving privileges are suspended or revoked; and to provide a penalty.	House: INTRODUCED Senate: Governor: 01/13 H Introduced, first reading, referred Transportation Committee 01/31 H Committee Hearing - 10:00 AM	Chiefs are monitoring this Bill.	

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
HB 1474	Relating to imposition of a square footage tax on residential property, provision of a solar or wind energy device or geothermal device credit and new single-family, condominium, and townhouse residential property credit, duties of the state and county boards of equalization, application of mill levy limits, and valuation requirements; to amend and reenact sections 11â€²23â€²05, 11â€²28.3â€²03, 11â€²28.3â€²04, and 11â€²28.3â€²09, subsectionÂ 2 of section 11â€²28.3â€²17, subsectionÂ 4 of section 15.1â€²27â€²04.1, sections 18â€²10â€²07, 18â€²10â€²12.1, 40â€²40â€²06, 40â€²40â€²10, and 40â€²58â€²20, subsectionÂ 2 of section 40â€²58â€²20.2, sections 57â€²02â€²11, 57â€²02â€²51, 57â€²02â€²52, 57â€²09â€²04, 57â€²11â€²03, 57â€²15â€²02, 57â€²15â€²02.2, 57â€²15â€²05, 57â€²15â€²07, 57â€²15â€²11, 57â€²15â€²13, 57â€²15â€²31, 57â€²15â€²31.1, 57â€²20â€²01, 57â€²20â€²01.1, 57â€²20â€²02, 57â€²20â€²03, 57â€²20â€²04, 57â€²20â€²07.1, 57â€²20â€²09, 57â€²20â€²10, and 57â€²20â€²21.1, subdivisionÂ a of subsectionÂ 1 of section 57â€²23â€²04, section 57â€²23â€²06, subsectionÂ 2 of section 57â€²28â€²03, subdivisionÂ c of subsectionÂ 1 of section 57-28-20, and sections 57â€²28â€²26, 57â€²55â€²01.2, .	House: INTRODUCED Senate: Governor: 01/17 H Introduced, first reading, referred Finance and Taxation Committee 01/27 H Committee Hearing - 10:00 AM		
HB 1534	Relating to limitations on true and full valuation increases without voter approval; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/20 H Introduced, first reading, referred Finance and Taxation Committee 01/28 H Committee Hearing - 10:00 AM		
HB 1552	Relating to limitation of the rate of home rule sales, use, or gross receipts taxes; and to provide an effective date.	House: DEFEATED Senate: Governor: 01/20 H Introduced, first reading, referred Finance and Taxation Committee 01/29 H Reported back, do pass, place on calendar 12 1 1 01/31 H Second reading, failed to pass, yeas 38 nays 51 01/29 H Committee Hearing - 10:30 AM		
HB 1559	Relating to limitations on taxable valuation of residential property; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/20 H Introduced, first reading, referred Finance and Taxation Committee 01/28 H Committee Hearing - 09:30 AM		
HB 1577	Relating to a wastewater infrastructure grant program and the duties of the department of environmental quality; and to provide an appropriation.	House: INTRODUCED Senate: Governor: 01/20 H Introduced, first reading, referred Energy and Natural Resources Committee 02/03 H Reported back amended, do pass, amendment placed on calendar 12 0 1 01/30 H Committee Hearing - 09:00 AM	Support, testimony in person and in writing was submitted	

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
HB 1605	Relating to the prohibition on water fluoridation; to provide a penalty; and to provide an effective date.	House: INTRODUCED Senate: Governor: 01/20 H Introduced, first reading, referred Human Services Committee 02/03 H Committee Hearing - 10:00 AM		
HB 1613	Relating to law enforcement use of a drone or robot.	House: INTRODUCED Senate: Governor: 01/20 H Introduced, first reading, referred Judiciary Committee 02/04 H Committee Hearing - 11:30 AM	The Chiefs will oppose this bill	
SB 2037	Relating to juvenile court petitions, fitness to proceed in juvenile court proceedings, and collateral consequences the juvenile court may order; to amend and reenact sections 12.1â€‘04.1â€‘01, 12.1â€‘04.1â€‘20, and 12.1â€‘17â€‘01.2, subsection 2 of section 12.1â€‘17â€‘07.2, section 12.1â€‘20â€‘01, subsections 2 and 6 of section 12.1â€‘31â€‘03, sections 12.1â€‘32â€‘15 and 15.1â€‘09â€‘33.4, subsection 3 of section 27â€‘20.2â€‘09, subsection 5 of section 27â€‘20.4â€‘11, subsection 1 of section 27â€‘20.4â€‘18, subsection 1 of section 27â€‘20.4â€‘20, and section 62.1â€‘02â€‘01 of the North Dakota Century Code, relating to lack of criminal responsibility, court jurisdiction, distribution of intimate images without consent, domestic violence, criminality of a child regarding sex offenses, sale and use of tobacco by an individual under the age of twentyâ€‘one, child registration requirements, restitution, probation of a delinquent child, extracurricular activities for students, and persons not allowed to possess a firearm; to repeal sections 27â€‘20.4â€‘12, 27â€‘20.4â€‘13, and 27â€‘20.4â€‘19 of the North Dakota Century Code, relating to delinquency; and to provide a penalty.	Senate: INTRODUCED House: Governor: 01/07 S Introduced, first reading, referred Judiciary Committee 01/15 S Reported back amended, do pass, amendment placed on calendar 7 0 0 01/16 S Amendment adopted, placed on calendar 01/17 S Rereferred to Appropriations 01/14 S Committee Hearing - 09:30 AM 02/05 S Committee Hearing - 10:00 AM	Chiefs are monitoring this Bill.	
SB 2083	Relating to the designation of a sensitive image as an exempt record; and to amend and reenact section 44â€‘04â€‘17.1 of the North Dakota Century Code, relating to the definition of a sensitive image.	Senate: PASSED House: Governor: 01/07 S Introduced, first reading, referred Judiciary Committee 01/16 S Reported back amended, do pass, amendment placed on calendar 7 0 0 01/17 S Amendment adopted, placed on calendar 01/20 S Second reading, passed, yeas 47 nays 0 01/21 H Received from Senate 01/08 S Committee Hearing - 09:15 AM	The Chiefs are monitoring this Bill.	
SB 2093	Relating to an income tax deduction for retired law enforcement personnel benefits; and to provide for retroactive application.	Senate: PASSED House: Governor: 01/07 S Introduced, first reading, referred Finance and Taxation Committee 01/14 S Reported back amended, do pass, amendment placed on calendar 6 0 0 01/15 S Amendment adopted, placed on calendar 01/16 S Second reading, passed, yeas 47 nays 0 01/17 H Received from Senate 01/08 S Committee Hearing - 11:00 AM	This is a cleanup Bill adding spouses of diseased police officers who receive their pension to also receive no State Income tax only on that pension. The Chiefs support this bill.	

<u>Measure</u>	<u>Title</u>	<u>Status</u>	<u>Note</u>	<u>Comments</u>
SB 2128	Relating to transparent sentencing of criminal offenders, work release eligibility and conditions for criminal offenders, sentences for assaulting and fleeing from law enforcement officers, and sentences for preventing arrest; to provide a legislative management report; and to provide a penalty.	Senate: INTRODUCED House: Governor: 01/07 S Introduced, first reading, referred Judiciary Committee 01/21 S Committee Hearing - 11:00 AM 01/22 S Committee Hearing - 02:30 PM	This is the AG's Truth Sentencing Bill. The Chiefs' Association is supporting this Bill.	
SB 2165	Relating to the powers and duties of the peace officer standards and training board and peace officer licensing fees.	Senate: PASSED House: Governor: 01/10 S Introduced, first reading, referred State and Local Government Committee 01/17 S Reported back, do pass, place on calendar 6 0 0 01/20 S Second reading, passed, yeas 47 nays 0 01/21 H Received from Senate 01/16 S Committee Hearing - 02:01 PM	The Chiefs are reviewing this Bill. There may be some unfunded mandates and gives the POST Board the ability to order physical and psychological tests without the PDs ability to take their own administrative actions.	
SB 2201	Relating to the primary residence credit; to provide for application; to provide a retroactive effective date; to provide an expiration date; and to declare an emergency.	Senate: PASSED House: INTRODUCED Governor: 01/14 S Introduced, first reading, (emergency), referred Finance and Taxation Committee 01/22 S Reported back amended, do pass, amendment placed on calendar 6 0 0 01/22 S Amendment adopted 01/22 S Rereferred to Appropriations 01/24 S Reported back, do pass, place on calendar 16 0 0 01/27 S Amendment adopted 01/27 S Amendment proposed on floor 01/27 S Second reading, passed, yeas 47 nays 0, Emergency clause carried 01/28 H Received from Senate 01/28 H Introduced, first reading, (emergency), referred Finance and Taxation Committee 01/20 S Committee Hearing - 09:01 AM 02/03 H Committee Hearing - 09:00 AM	neutral	