

The Mandan City Commission met in regular session at 5:30 PM on March 18, 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, Assessor Markley, Human Resource Director Berger, Engineering Director Wigness, Police Chief Ziegler, Building Official Singer, Fire Chief Bitz, Public Works Director O'Keefe, Business Development & Communications Director Cermak, Planner Stromme, Communications Specialist Schmidt, CIS Manager Mischel and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Quarterly work anniversary recognition.* HR Director Berger and Mayor Froelich presented quarterly work anniversaries for those with 3,5,10,15,20, and 25 years of service in the first quarter of 2025.

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

E. MINUTES

1. *Consider approval of the March 4, 2025 Board of City Commissioner meeting minutes.* Commissioner Sjoberg moved and Commissioner Rohr seconded to approve as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

F. PUBLIC HEARING

1. *Consider a zone change from A - Agriculture and MC - Industrial to A - Agriculture for Heart River Women's Transformational Center Addition.* Planner Stromme presented the item. Mayor Froelich opened the public hearing and invited the public to come forward to comment. A second and third invitation for comment was given. Hearing none, the public hearing closed.

G. BIDS

H. CONSENT AGENDA

1. *Consider approval of monthly bills.*
2. *Consider approval for the following budget amendments and transfers:.*
 - a. *Administration.*
 - b. *Fire Department.*
 - c. *Information Technology.*
 - d. *Finance Department.*
 - e. *Public Works.*
 - f. *Building Inspections.*
 - g. *Assessing.*

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- h. *Human Resources.*
 - i. *Engineering.*
 - j. *Planning Department.*
 - k. *Business Development & Communications.*
 3. *Consider approval to apply for the 2025 America The Beautiful Program Development Grant.*
 4. *Consider a Budget Amendment to the 2025 Public Works Cemetery Department Budget.*
 5. *Consider approval for the purchase of a Street loader with snowplow using sourcewell bid pricing.*
 6. *Consider approval of a raffle permit for Bismarck High Football Boosters Foundation.*
 7. *Consider approval of a 2025 Budget Amendment for the Police Department.*
 8. *Consider additional Engineering budget transfer and amendment requests.*
 9. *Consider approval of a task order amendment from Advanced Engineering and Environmental Services to perform a Sewer backup surcharge analysis for the City's long-term financial plan.* Commissioner Braun moved and Commissioner Sjoberg seconded to approve consent agenda items 1-9 including all sub-items as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

I. OLD BUSINESS

J. NEW BUSINESS

1. *Consider Memorial Highway Engineering Service Agreement and Project Update.* Engineer Wigness presented the item. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve the amendment to our engineering service contract with HDR, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.
2. *Consider acceptance of a State Homeland Security Grant through the North Dakota Department of Emergency Services..* Police Captain Haug presented the item. Commissioner Braun moved and Commissioner Heinsohn seconded to approve the acceptance of the Fiscal Year 2024 State Homeland Security Grant through the North Dakota Department of Emergency Services in the amount of \$135,000 and to amend the 2025 Police Department's Capital Outlay Budget \$135,000 for the purchase of the equipment. Roll Call vote: Aye 5, Nay 0. The motion passed.
3. *Legislative Update.* Administrator Neubauer presented an update on the legislative session. The item required no action.

K. RESOLUTIONS AND ORDINANCES

1. *Resolution Establishing Rates And Charges For Services At the Cemetery .* Public Works Director O'Keefe presented the resolution. Commissioner Heinsohn moved and Commissioner Braun seconded to approve the resolution establishing rates and charges for services from the Cemetery Fund. Roll Call vote: Aye 5, Nay 0. The motion passed.
2. *First Consideration of Ordinance 1460, a zone change from A - Agriculture and MC - Industrial to A - Agriculture for Heart River Women's Transformational Center Addition.* Planner Stromme presented the item. Commissioner Rohr moved and Commissioner Braun seconded to approve the first consideration of Ordinance 1460 contingent on a utility servicing plan being approved by the City of Mandan. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Second and final consideration of Ordinance No.1462, which creates the prohibited camping ordinance.* Deputy Police Chief Bier presented the second and final consideration of the ordinance. There has been one minor change: the levy has been added as a place where camping is prohibited. One comment from the public was received and responded to. Commissioner Braun moved and Commissioner Sjoberg seconded to approve the second and final consideration of Ordinance No. 1462 as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. OTHER BUSINESS

M. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- *March 25, 2025, at 5:30 p.m. Special Meeting, Working Session Long Range Financial Planning*
- *April 1, 2025, at 5:30 p.m. (Board of Equalization at 7 p.m.)*
- *April 8, 2025, at 5:30 p.m. Special Meeting, Working Session Long Range Financial Planning*
- *April 15, 2025 at 5:30 p.m.*
- *May 6, 2025 at 5:30 p.m.*

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N. ADJOURN There being no further business, the meeting adjourned at 6:09 p.m.

/s/James Neubauer

James Neubauer

City Administrator

/s/James Froelich

James Froelich

Board of City Commissioners