

The Mandan City Commission met in regular session at 5:30 PM on August 19, 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, City Engineer Wigness, Police Chief Ziegler, Building Official Singer, Fire Chief Bitz, Public Works Director O'Keefe, Business Development & Communications Director Cermak, Contracted Planner Laqua, Communications Specialist Schmidt, CIS Manager Mischel, and Attorney Oster.

B. THE PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

1. *Construction Updates.* City Engineer Wigness gave a construction update on six projects.

D. PUBLIC COMMENT

1. *The Mandan City Commission values public input. To speak, submit a completed speaker card before the meeting begins. Comments must relate to an item on the current or previous meeting agenda. Speakers have 3 minutes each, in the order cards are received. The total comment period is limited to 30 minutes..* No speaker cards were submitted. The Mayor opened the meeting for public comment, there was no one in attendance that came forward to speak.

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

F. MINUTES

1. *Consider Approval of the August 5, 2025 Board of City Commission Meeting Minutes.* Commissioner Sjoberg moved and Commissioner Braun seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

G. PUBLIC HEARING

1. *Consider a special use permit for Lot 1B, Block 1, Lakewood Commercial Park 3rd Fourth Replat (2510 40th Avenue SE).* Contracted Planner Laqua presented. Mayor Froelich opened the public hearing and invited the public to come forward to comment. Property owners Steve and Erica Mittleider spoke in favor of their application. A second and third invitation for comment was given. Hearing none, the public hearing closed. Commissioner Sjoberg moved and Commissioner Rohr seconded to approve the special use permit for Lot 1B, Block 1, Lakewood Commercial Park 3rd Addition 4th Replat (2510 40th Ave SE), on the condition the applicant provides a detailed covenant and use agreement to the city with a building permit approved by the Mandan Architectural Review Committee, as well as detailed building and landscaping plans, at which time, includes storm water drainage. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider Preliminary Plat and Masterplan for Kahl Addition.* Contracted Planner Laqua presented. 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 Heinsohn moved and Commissioner Rohr seconded to approve Kahl Addition Preliminary Plat and Master Plan, contingent on final plat approvals. Roll Call vote: Aye 5, Nay 0. The motion

passed.

3. *Consider Schaff Estates 3rd Addition final plat.* Contracted Planner Laqua presented. 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 Braun moved and Commissioner Sjoberg seconded to final plat for Schaff Estates 3rd Addition. Roll Call vote: Aye 5, Nay 0. The motion passed.

H. BIDS

I. CONSENT AGENDA Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve consent agenda items 1-8, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

1. *Consider approval of monthly bills.*

2. *Consider a 2023-2025 Abatement application for Mor-Gran-Sou.*

3. *Consider approval of the special event permit for the Stage Stop Back to School Party.*

4. *Consider a minor plat for Lots 27a & 29a, Block 2, Lakewood Harbor 5th Addition.*

5. *Consider a minor plat for Roller Subdivision.*

6. *Consider 2025 budget amendment and contract Amendment 1, with Interstate Engineering for planning department assistance.*

7. *Consider submitting a sole source request to the North Dakota Department of Transportation for Memorial Highway utility items.*

8. *Consider approval of the City of Mandan and Dakota Children's Advocacy Center to apply for and accept any funding under the North Dakota Attorney General Justice Assistance Grant (JAG) for Human Trafficking.*

J. OLD BUSINESS

K. NEW BUSINESS

1. *Consider the following flex fund applications.*

a. *Riverwood Ave SE Reconstruction Project.* City Engineer Wigness presented. Commissioner Heinsohn moved and Commissioner Braun seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

b. *The Mandan Proper Road Revitalization Project NW.* City Engineer Wigness presented. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *Consider the following requests for proposals.*

a. ~~*Preliminary Engineering Services for Redwing Dr. SE.*~~

b. *Preliminary Engineering Services for Street Rehabilitation 2026 - Project Area 3a.* City Engineer Wigness presented. Commissioner Sjoberg moved and Commissioner Rohr seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

c. *Preliminary Engineering Services for Mandan Proper NW.* City Engineer Wigness presented. Commissioner Heinsohn moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

d. *Engineering Services for Master Lift Station Forcemain interim improvements.* City Engineer

Wigness presented. Commissioner Braun moved and Commissioner Heinsohn seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

3. *Consider the Waste Water Treatment Plant Master Plan update.* Zach Ranistate and Jason Benson with AE2S presented. Waste Water Treatment Plant Superintendent Ryan Malsam presented. Commissioner Sjoberg moved and Commissioner Braun seconded to adopt the Waste Water Treatment Plant Master Plan, as presented. Roll Call vote: Aye 5, Nay 0. The motion passed.

4. *Consider Change Order 4 for the 2024 Street Reconstruction Project.* City Engineer Wigness presented. Commissioner Braun moved and Commissioner Heinsohn seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

L. RESOLUTIONS AND ORDINANCES

1. *Consider the introduction and first consideration of Ordinance No. 1474 to create new Article 7 to Chapter 2 of the Mandan Code of Ordinances relating to the authorization of annual appropriations bonds.* Finance Director Welch presented. Commissioner Rohr moved and Commissioner Sjoberg seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

2. *First consideration of Ordinance No. 1475 to amend and re-enact Section 12-8-1 and 12-8-9 of the Mandan Code of Ordinances, relating to Cigar Lounges.* City Administrator Neubauer presented. Co-Owner of Big Stick Cigar Lounge Josette Dupree spoke in favor of the Ordinance. Commissioner Heinsohn moved and Commissioner Rohr seconded to approve. Roll Call vote: Aye 5, Nay 0. The motion passed.

M. OTHER BUSINESS

N. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS

- September 2, 2025 at 5 p.m.
- September 16, 2025 at 5:30 p.m.
- October 7, 2025 at 5:30 p.m.

O. ADJOURN There being no other business to come before the Board, the meeting adjourned at 7:05 p.m.

/s/ James Neubauer

James Neubauer
City Administrator

/s/ James Froelich

James Froelich
Board of City Commissioners