



3/24/2020 - Minutes

## MEETING OF THE BOARD OF CITY COMMISSION

1. Proclamation recognizing April as Fair Housing Month.  
Mayor Bakken signed the proclamation and declared April as Fair Housing Month in the City of Bismarck.
2. Main Street Initiative Proclamation  
Mayor Bakken signed the proclamation and declared that the City of Bismarck shall join the Governor's Main Street ND initiative and be known as a Main Street ND Community.
3. Public comment (restricted to items on the Consent Agenda and Regular Agenda, excluding public hearing items).  
No member of the public appeared for comment.
4. Consider approval of minutes.  
Commissioner Oban moved to approve the minutes of the March 10, 2020 Regular Commission meeting. Commissioner Zenker seconded the motion. Upon a roll call vote, all voted aye. M/C
5. CONSENT AGENDA  
Commissioner Marquardt moved to approve the consent agenda. Commissioner Zenker seconded the motion. Upon a roll call vote, all voted aye. M/C
  - A. Consider approval of expenditures.  
Vouchers: 1092196-1092426.
  - B. Consider approval of personnel actions.
  - C. Consider the request for approval from the Community Development Department for the following:
    1. Apple Meadows Third Subdivision request for continuation of public hearing.
    2. Re-appointment of Beth Nodland and Blake Dinkins to the City of Bismarck Historic Preservation Commission.
    3. Re-appointment of Brian Peterson to the City of Bismarck Parking Authority.
    4. Re-appointment of Wendy Van Duyne and Appointment of John Van Dyke to the City of Bismarck Planning and Zoning Commission.
  - D. Consider the request for approval from the Engineering Department for the following:
    1. Amended consultant agreement with Terracon Consultants, Inc (Terracon)

- relating to Geotechnical Services associated with River Road slope stability.
- 2. Acceptance of the award of North Dakota Department of Transportation (NDDOT) Urban Grant Program funding for a 2022 Downtown Street Improvement Project Phase 2.
- 3. Water Main Easement at 1819 Michigan Avenue from Robert and Denise Schuh of RDS Properties, LLC.
- 4. Revised project budget on Sewer Improvement District 563.
- 5. Resolutions for Park Improvement District PI 003. Request for Resolution Receiving Bids and Ordering the Preparation of the Engineer's Statement for PI 003. Request for Resolution for Awarding Contract for PI 003.
- 6. Request for Resolution of Necessity for Street Improvement District SI 534.
- 7. Resolutions for Street Improvement District SI 536. Request for Resolution Declaring Petitions for Improvements Has been Received. Request for Resolution Creating District SI 536 and Ordering Preparation of the Preliminary Report. Request for Resolution Approving Preliminary Report and Directing Preparation of Plans and Specifications.
- 8. Resolutions for Street Improvement District SI 537. Request for Resolution Declaring Petitions for Improvements Has been Received. Request for Resolution Creating District SI 537 and Ordering Preparation of the Preliminary Report. Request for Resolution Approving Preliminary Report and Directing Preparation of Plans and Specifications.
- 9. Landscaping area encroachment agreement and waiver for 518 North 13th Street.
- 10. Encroachment agreement and waiver for 420 East Main Avenue.
- 11. Removable fence and seating area encroachment agreement and waiver for 107 North 5th Street.
- 12. Outdoor seating area encroachment agreement and waiver for 112 North 4th Street.

E. Consider the request for approval from the Finance Department for the following:

- 1. Application for Abatement for 2019 - 614 North 1st Street.
- 2. Application for Abatement for 2019 - 912 North Mandan Street.
- 3. Application for Abatement for 2019 - 1814 North 20th Street.
- 4. Application for Abatement for 2018 & 2019 - 4713 Coleman Street.

F. Consider the request for approval from the Public Works Service Operations Department for the following:

- 1. Permission to purchase three loaders with two load scales for Roads & Streets operations.
- 2. Permission to purchase a chassis with roll-off unit for Solid Waste operations.
- 3. Permission to purchase a chassis with roll-off unit for the Waste Water Treatment Plant operations.
- 4. Permission to purchase a loader with load scale for the Waste Water Treatment Plant operations.
- 5. Award the bid for the construction of solid waste management facility expansion area cell 1 project.
- 6. Award the contracts for 2020 furnishing paving materials and purchase asphalt sealants at a public marketplace.

6. REGULAR AGENDA

7. Receive COVID 19 briefing from Renae Moch, Bismarck Burleigh Public Health Director.

Renae Moch, Bismarck Burleigh Public Health Director, provided a briefing on COVID-19.

8. Receive COVID 19 workforce update from Keith Hunke, Bismarck City Administrator.

Keith Hunke, Bismarck City Administrator provided a workforce update and Human Resources report on COVID-19.

Commissioner Marquardt moved to approve the COVID-19 response protocol for building inspection services, to approve the suspension of residential charges for items brought to the landfill and to approve the COVID-19 temporary policy changes as outlined in the human resource director's communication, with the plan to be fully functioning as of Monday, March 30, 2020, as presented. Commissioner Zenker seconded the motion. Upon a roll call vote, all voted aye. M/C

9. Receive Human Resources report from Robert McConnell, City of Bismarck Human Resources Director.

Human resources report was provided by Keith Hunke, Bismarck City Administrator.

10. Public hearing on a new Class D Retail Liquor License for Costco Beverages, Costco Wholesale #1340, located at 1325 57th Ave. NE.

No members of the public appeared for comment.

Commissioner Marquardt moved to approve the request as presented. Commissioner Guy seconded the motion. Upon a roll call vote, all voted aye. M/C

11. Public hearing on Ordinance 6414, regarding Accidents Involving Damage to Vehicles.

No members of the public appeared for comment.

Commissioner Guy moved to approve the request as presented. Commissioner Zenker seconded the motion. Upon a roll call vote, all voted aye. M/C

12. Public hearing on Ordinance 6415, regarding Written Report of Accident.

No members of the public appeared for comment.

Commissioner Oban moved to approve the request as presented. Commissioner Guy seconded the motion. Upon a roll call vote, all voted aye. M/C

13. Public hearing on Ordinance 6411, a request for the annexation of parts of Blocks 1-6, Silver Ranch First Addition First Replat, requested by Investcore Inc.

Ben Ehreth, Community Development Director, presented a notation of the ordinance number change from 6411 to 6416.

No members of the public appeared for comment.

Commissioner Marquardt moved to approve the request as presented. Commissioner Zenker seconded the motion. Upon a roll call vote, all voted aye. M/C

14. Consider the request from the Community Development Department regarding the Hay Creek Substation Addition:

Ben Ehreth, Community Development Director, presented the request to the commission.

No members of the public appeared for comment.

Commissioner Zenker moved to approve the request as presented. Commissioner Marquardt seconded the motion. Upon a roll call vote, all voted aye. M/C

15. Consider the request from the Community Development Department regarding the request of Bis-Man Transit for consideration of the FY2020 5307 Transit Operations Grant application.

Ben Ehreth, Community Development Director, presented the request to the commission.

Commissioner Guy moved to approve the request as presented. Commissioner Zenker seconded the motion. Upon a roll call vote, all voted aye. M/C

16. Ratify the March 15, 2020, state of emergency declaration relating to COVID-19 by the President of City Commission and extend its effect to April 14, 2020.  
Commissioner Marquardt moved to approve the request to ratify the Mayor's state of emergency and extend it to April 14, 2020 as presented. Commissioner Oban seconded the motion. Upon a roll call vote, all voted aye. M/C

#### Other Business

The next regular commission meeting is April 14, 2020.

Adjourn

Meeting adjourned at 6:30 p.m.