

JAMESTOWN CITY COUNCIL
REGULAR MEETING, FEBRUARY 2, 2015
OFFICIAL MINUTES

The regular meeting of the City Council was called to order by Mayor Andersen at 5:00 P.M.

The Pledge of Allegiance to the flag was recited.

Roll Call showed the following members present: Mayor Andersen, Council Members Kourajian, Gumke and Buchanan, Assistant City Attorney Jensen, City Engineer Schwartzkopf and City Administrator Fuchs. Absent: Council Member Brubakken.

Council Member Gumke moved to approve the minutes of the regular council meeting, January 5, 2015, and special council meetings, January 22 and 28, 2015, as printed, and the committee meeting, January 20, 2015, as corrected, (third paragraph was seconded by Council Member Kourajian). Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

Council Member Kourajian moved to approve the following consent agenda items:

- A. Resolution to approve the following pertaining to 2015 Sidewalk, Curb & Gutter District #15-11:
 - 1) To set up and establish the district.
 - 2) To direct the City Engineer to prepare plans and specifications for the construction of the district.
 - 3) To accept and approve the plans and specifications, as prepared by the City Engineer, for the construction of the District.
 - 4) To direct the City Administrator to advertise for bids for the construction of the district.
- B. Resolution to authorize the issuance of a letter of support regarding the Regional Homeless Coalition's Revised 10 Year Plan.
- C. Resolution to approve the request from Jamestown Row Homes for a Flex PACE Affordable Housing loan of up to \$81,013 in Economic Development Funds with the City Share to be up to \$81,013, and paid from the City Sales Tax Fund.
- D. Resolution to approve the Flex PACE program criteria as submitted by the JSDC.
- E. Resolution to approve the request from JSDC for \$250,000 to fund the Flex PACE Program for 2015 with the City Share to be \$250,000, and paid from the City Sales Tax Fund.
- F. Resolution to approve the request from Allen Enterprises for a Flex PACE loan, in the amount of \$43,000, with the City Share to be \$43,000, and paid from the City Sales Tax Fund.
- G. Resolution to approve the request from Allen Enterprises to purchase Lot 1 and the South Half of Lot 2, Block 3, I-94 Business Park Addition, in the amount of \$123,710.
- H. Resolution to approve the request from Allen Enterprises for the first right of refusal on Lot 7, Block 1, I-94 Business Park Addition, at \$1.00 / sq. ft.
- I. Resolution to approve the request from JSDC to advertise a rental price of \$12.50 / sq. ft. for available space at the Center for Economic Development building.
- J. Resolution to approve the JSDC Secretarial Solutions lease agreement with the JSDC.
- K. Resolution to accept a Warranty Deed from JSDC for the remaining I-94 Business Park Addition lots (Lots 1-6, Block 1 and Lot 5, Block 4), subject to City Attorney review of the stub abstract and approved purchase agreement.

- L. Resolution to authorize funds from the 50% of the one-percent city sales tax for special assessments and infrastructure to be used for a Storm Water Master Plan Study in the immediate vicinity of the City of Jamestown.
- M. Resolution to approve the suggested selling price for City owned vacant lots for 2015 as submitted.
- N. Resolution to authorize issuance of a special use permit to Stutsman County in order to allow the property on Lots 133-138, Jones & Vennum Addition (502 10th Ave SE), to continue to be used as governmental office space.
- O. Resolution to approve Amendment No. 2 to the Planning and Zoning Technical Services Contract between the City and SRF Consulting for continuance of planning services for 2015.
- P. Resolution to accept the offer from Wilhelm's, Inc., to place a wall plate at the Civic Center listing donors of original Civic Center seating.
- Q. Resolution to authorize entering into a Purchase Agreement with Tom Tracy, to be prepared by the City Attorney, for the sale of the existing basketball floor and backstops at the Civic Center, in the amount of \$18,000.
- R. Resolution to approve the request from the North Dakota Patriot Guard to place a 'fallen soldier' statue on Civic Center property, subject to approval of location by City staff.
- S. Resolution to approve the purchase of a new boat, motor and trailer for the Fire Department from Gun & Reel Sports, in the amount of \$35,700.00.
- T. Resolution to approve the Revised Urban Limits Plan for the NDDOT.
- U. Resolution to approve Payment No. 1 (Inv No. 1416.02-1), to Artekta, Inc., for engineering services on Jamestown Civic Center Basketball Floor-Backstop Replacement Project, in the amount of \$1,090.00.
- V. Resolution to approve Payment No. 2, to George Abell Construction, for the Jamestown Civic Center Seating Replacement Project, in the amount of \$115,462.16.
- W. Resolution to approve Payment No. 4 (Inv No. 1416.01-4), to Artekta, Inc., for engineering services on Jamestown Civic Center Seating Replacement Project, in the amount of \$711.02.
- X. Resolution to approve Payment No. 4, to Swanberg Construction, Inc., for construction on Pump Station Improvements, DWSRF Project No. 4700498-05, in the amount of \$117,044.65.
- Y. Resolution to approve Payment No. 5 (Inv 3464), to Apex Engineering Group, Inc., for Jamestown Wastewater Consulting Services (CHS), in the amount of \$476.04.
- Z. Resolution to approve Payment No. 12 (Inv 08387.00-12), to SRF Consulting Group, Inc., for Jamestown Planning and Zoning Technical Services, in the amount of \$5,743.02.
- AA. Resolution to approve Payment No. 14 (Inv 41557), to AE2S, for engineering services on Infrastructure I&C Support, in the amount of \$196.25.
- BB. Resolution to approve Payment No. 22 (Inv 41556), to AE2S, for engineering services on Jamestown Water Treatment Plant Backwash Discharge, in the amount of \$427.50.

- CC. Resolution to approve Payment No. 17 (Inv No. 21768), to Interstate Engineering, Inc., for engineering services on 2012 Lift Station and Sewer System Improvements, District 12-32, in the amount of \$11,932.11.
- DD. Resolution to approve Payment No. 10 (Inv 21770), to Interstate Engineering, Inc., for engineering services on Water System Improvements to serve City Water to GRE, in the amount of \$6,873.74.
- EE. Resolution to approve Payment No. 21 (Inv 21769), to Interstate Engineering, Inc., for engineering services on 2012 Water Tower & Distribution System Improvements, in the amount of \$10,214.49.
- FF. Resolution to approve Payment No. 58 (Inv 21773), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Sanitary Sewer Dept), in the amount of \$825.00.
- GG. Resolution to approve Payment No. 59 (Inv 21771), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Water Dept), in the amount of \$4,197.50.
- HH. Resolution to approve Payment No. 60 (Inv 21772), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Solid Waste Dept), in the amount of \$3,629.58.
- II. Motion to accept the reports of the Municipal Judge, Police Department, Fire Department, Public Works Departments, Inspection Department, Forestry Department, Civic Center, Central Valley Health Unit, and financial status.
- JJ. Resolution to allow the January indebtedness in the amount of \$2,342,529.65 consisting of \$488,599.10 payroll and \$1,853,930.55 general obligations.

Seconded by Council Member Gumke. Consent Roll Call No. 1 showed: 4 ayes, 0 nays, 1 absent. Carried.

Ramone Gumke, Newman Signs representative, summarized the proposed lease for two sign structures on city property.

Council Member Kourajian moved a Resolution to approve the request from Newman Signs to lease space for two (2) sign structures on Outlots A & B, Menards Addition. Seconded by Mayor Andersen.

Council Member Gumke requested to abstain from voting as he is an employee of Newman Signs.

Council Member Buchanan moved to allow Council Member Gumke to abstain from voting. Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

Roll Call No. 2 on the Resolution showed: 2 ayes, 1 nay (Buchanan), 1 abstention, 1 absent. Carried.

Council Member Buchanan moved to table entering into a CORS Host Agreement with Butler Machinery Company d/b/a MidStates VRS to attach a CORS Station at the Water Treatment Plant. Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

Council Member Buchanan moved a Resolution to approve the following proposed revised agreements and fee structures for the Civic Center:

- 1) Catering Agreement for Alcohol Beverage Sales to include a revision of the fees;
- 2) Advertising Sales Agreement;
- 3) Jamestown Civic Center Rental Agreement; and
- 4) Catering Agreement for Food Service.

Seconded by Council Member Gumke. Roll Call No. 3 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Gumke moved to table the request to vacate 11th Avenue NE/1400 Block, adjacent to Lot 6, Block 4, Leapaldt Addition, Replat of Block 4; Part of Lots 7 & 8 Less N.102.5' of W.233' & S.72.75' of N.175.25' of W.200', Replat of Lots 7 & 8, Block 4, Leapaldt Addition, Replat of Block 4; and Lot 1, Block 1, Leapaldt 2nd Addition, to the City of Jamestown, Stutsman County, North Dakota. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

Council Member Gumke moved to introduce the first reading of an ordinance to amend and re-enact Article IV of Chapter 15 of the City Code pertaining to fireworks.

Mayor Andersen moved to appoint Alicia Harstad to serve as the NDSU member on the Shade Tree Committee to fill the unexpired term of Lindsay Novak, to expire April 2017. Seconded by Council Member Gumke. Unanimous aye vote. Carried.

Mayor Andersen moved to re-appoint John Gletne (City employee member) and Ramone Gumke (City Council member) to serve on the Pension Committee for one year terms to expire March 2016. Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

Mayor Andersen moved to appoint Leo Ryan as City Attorney and Ken Dalsted as Assistant City Attorney. Seconded by Council Member Gumke. Unanimous aye vote. Carried.

Council Member Kourajian moved a Resolution to authorize a letter of support to the Jamestown Fine Arts Association to make application for an Arts Place Grant. Seconded by Council Member Gumke. Roll Call No. 4 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Gumke moved a Resolution to approve Change Order No. 6 & Final, to Swanberg Construction, Inc., for Wastewater Lift Station Replacement & Force Main Improvements Project, Phase 1, District 12-32, balancing quantities, for a decrease in the contract price of \$21,419.00. Seconded by Council Member Buchanan. Roll Call No. 5 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Gumke moved a Resolution to approve Payment No. 11 & Final, to Swanberg Construction, Inc., for Wastewater Lift Station and Force Main Improvements Project, Phase 1, Lift Station Replacement, District 12-32, in the amount of \$103,490.00. Seconded by Council Member Kourajian. Roll Call No. 6 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Gumke moved to adjourn. Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

ATTEST:

APPROVED:

JEFF FUCHS, City Administrator

KATIE ANDERSEN, Mayor