

**Finance & Legal Committee  
Building, Planning & Zoning Committee  
Civic Center & Promotion Committee  
Police & Fire Committee  
Public Works Committee  
June 19, 2018 Minutes**

Present: Andersen, Gumke, Phillips, Buchanan, Brubakken, Geroux, Hellekson, Reuther, Sveum, Liebig, Blackmore, Veil, Edinger, and Dillman.

**FINANCE & LEGAL, PERSONNEL COMMITTEE**

Gumke moved to recommend the sale of Lots 6 & 7, Block 1, I-94 Business Park Addition, to United Parcel Service, Inc., in the amount of \$137,650.00. Seconded by Phillips. Corry Shevlin, JSDC, responded to questions regarding the transaction. Unanimous aye vote. Carried.

Brubakken moved to recommend recognizing Jamestown Cancer Support Group as an other public spirited organization and authorize the issuance of a raffle permit. Seconded by Gumke. Unanimous aye vote. Carried.

Gumke moved to recommend approving the request from the JSDC for building improvements in the amount of \$4,300 with the City Share to be \$3,870, and paid from the City Sales Tax Fund. Seconded by Phillips. Connie Ova, JSDC, stated that the JSDC pays sales tax on every share as a 501c3 organization. Unanimous aye vote. Carried.

Phillips moved to recommend approving financial support for the Jamestown Regional Airport Authority in the form of a commitment to a bond issuance and a general tax levy in 2019 to assist in financing the construction of an airport passenger parking lot mill and overlay project, to be repaid primarily through post-project facility passenger revenues. Seconded by Brubakken. Mayor Andersen provided information on the federal loan reimbursement program, which will be supported through passenger boarding revenue for the initial 4.5 years, at which time the loan will be restructured. This language is required of the City and the County as the local governments supporting the airport. Unanimous aye vote. Carried.

**BUILDING, PLANNING & ZONING COMMITTEE**

Brubakken moved to recommend approving the Country Grain Cooperative Subdivision Plat within the NW¼ and NE¼ of Section 27-140-64, Midway Township, Stutsman County, within the one mile extraterritorial limits of the City of Jamestown, North Dakota. Seconded by Andersen. Veil stated that the legal description was updated, the title opinion recently verified, and the easements added to the final plat. Unanimous aye vote. Carried.

Buchanan moved to redraft the special use permit for Compassion Care Centers operating as Dispensaries and/or Manufacturing facilities to add restrictions to zoning regulations and other items as staff deems necessary. Seconded by Brubakken. Unanimous aye vote. Carried.

Informational: Planning and Zoning Commission Chair Dave Hillerud presented information about Downtown Parking and requested guidance from the City Council to prioritize the ordinance. Andersen responded that the Governor wants cities to change things like our current ordinance that stand in the way of development and encourage private development downtown. This is not contingent upon the lane diet. The Committee sent the information back to Planning and Zoning Commission for discussion and recommendation.

Gumke read the information regarding the public hearing and second reading of an ordinance to amend and re-enact Ordinance No. 329 by amending the District Map to change the zoning of a tract of land (approximately 10 acres) located within the NW ¼ and the NE ¼ of Section 27, T140, R64W, Midway Township, Stutsman County, within the one mile extraterritorial limits of the City of Jamestown, North Dakota, from A-1, Agricultural District to M-2, General Industrial & Manufacturing District, is scheduled at the July 2, 2018, City Council meeting. The property is located along 34<sup>th</sup> Street SE, approximately 1,000 feet east of the Bypass.

## **POLICE & FIRE COMMITTEE**

Phillips moved to recommend introducing the first reading of an ordinance to amend and re-enact Section 5-34, Article III, of the Code of the City of Jamestown, ND, pertaining to security personnel requirements for special event alcohol permits issued for public buildings. Chief Edinger stated the revision aligns the ordinance with intended and current use. Seconded by Brubakken. Unanimous aye vote. Carried.

Brubakken moved to introduce the first reading of an ordinance to amend and re-enact Section 5-39, Article III, of the Code of the City of Jamestown, ND, pertaining to entities permitted to obtain a temporary special alcohol permit. Chief Edinger stated the revision aligns the ordinance with intended and current use. Seconded by Phillips. Unanimous aye vote. Carried.

## **PUBLIC WORKS COMMITTEE**

Buchanan moved to recommend approval of plans and specifications and authorize the advertisement for bids for the James River Cleaning Project. Dillman stated that the bidding will be conducted in sections and provides flexibility to the City to prioritize. Dillman stated that the bids are due July 24, Council will award contracts in August and the project may extend into October. It is best to conduct the project while the river is low. The project will be funded with ND Dept of Commerce CDBG funds administered by the SCDRC. Seconded by Phillips. Unanimous aye vote. Carried.

Phillips moved to recommend approval of Change Order No. 1, to Scherbenske Inc., for Northwest Watermain Project to allow connection to large forcemain, for a net increase in the contract price of \$1,321.45. They are cleaning lines now to prepare for lining these areas in the NW. The project is expected to be completed before September 1. Anything not finished will be included in next year's watermain replacement project. Seconded by Gumke. Unanimous aye vote. Carried.

Change Order No. 2, to Scherbenske Inc., for Northwest Watermain Project was removed from the agenda. Dillman provided information on the Project. A second change order for a method of lining the watermain was included, but is cost prohibitive. The methods of lining used in other areas of the water distribution system will be used in the northwest section of the system.

Gumke moved to approve Change Order No. 1, to Border States Paving, Inc., for the New Retaining Wall at Frontier Village for impervious surface coating and application, for a net increase in the contract price of \$2,800.00. Seconded by Buchanan. Unanimous aye vote. Carried.

Gumke moved to approve Change Order No. 1, to CL Linfoot, for Water Plant Roofing Project to remove skylights between roofing materials, for a net increase in the contract price of \$5,700.00. Dillman explained that the 6 skylights were covered years ago and located over the filters. They are exposed during this project. This is the time to remove the skylights. This roofing project will be completed by July 7. Seconded by Phillips. Unanimous aye vote. Carried.

Dillman provided an update on flushing of water distribution system. Interstate Engineering staff is working with City Water Dept staff to design an efficient flushing program for this summer, 2018, and will help facilitate the flushing due to a current staffing shortage.

Sarah Hellekson  
City Administrator