

**Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
August 21, 2018 Minutes**

Present: Heinrich, Phillips, Steele, Buchanan, Brubakken, Ryan, Hellekson, Reuther, Sveum, Liebig, Blackmore, Veil, Edinger and Sad.

FINANCE & LEGAL, PERSONNEL COMMITTEE

Heinrich moved to recommend the City Council approve a license agreement with Seckerson Family Properties V for the current easements with Evergreen Land Development. Seconded by Steele. Unanimous aye vote. Carried.

Heinrich moved to table the consideration to recommend the City Council increase the January 1, 2019, fee for the license permit to place antennas on the City water towers from \$100 to \$500, and require the permittee to be responsible for removing and replacing antenna and related equipment as requested by the City. Seconded by Brubakken. Unanimous aye vote. Carried.

Phillips moved to recommend the City Council approve the request of Christine Witt for Renaissance Zone incentives by granting a (5) five-year 100% property tax exemption, and to recommend the State of ND grant a (5) five-year, 100% state income tax exemption on Lot 4, Block 1, Lindberg Addition (206 Lindwood Drive SW). Seconded by Heinrich. Unanimous aye vote. Carried.

Phillips declared a conflict of interest on the next agenda item as Phillips is on the Jamestown Tourism Board of Directors. Heinrich moved to allow Phillips to participate. Seconded by Steele. Unanimous aye vote. Carried.

Brubakken moved to recommend the City Council approve the request from JSDC Economic Development Funds for Jamestown Tourism Grant, in the amount of \$75,000, with the City Share to be \$60,000, paid from the City Sales Tax Fund. Seconded by Phillips. Unanimous aye vote. Carried.

Information was received regarding the JSDC Integrated Marketing & Communications Plan.

A public hearing concerning the proposed issuance of revenue bonds by Duluth Economic Development Authority on behalf of Essentia Health and Its Affiliates is scheduled at the September 4, 2018, City Council meeting. Buchanan requested that the 401 3rd St address within the document be corrected or clarified prior to that date.

BUILDING, PLANNING & ZONING COMMITTEE

Heinrich moved to recommend the City Council increase the filing fee, from \$200 to \$400, regarding preliminary plats pertaining to Section 6, Appendix B of the City Code, and bill costs above \$400. Seconded by Brubakken. Unanimous aye vote. Carried.

Ralph Friebel, Recycle Dakota CEO, provided an update of work at the recycling facility at 1016 10th St SE. He expects to move into the facility in September. Friebel submitted a written request to Heinrich to remove the existing sidewalk on the north side of building at 1016 10th St SE. Staff did not receive the letter, but will review the request. Friebel stated that the current facility at First Street West/300 Block will close when the new facility is fully operational and he is selling the current facility. Recycle Dakota is accepting material at the new facility now. City Inspector Blackmore stated that he met with Friebel regarding code standards and code review on June 18, 2018. Blackmore recommended, at that time, that the Friebel hire an architect to conduct code analysis and recommend corrections. Fire Chief Reuther stated that the current facility where bales of materials are stored is not sprinklered and in violation of the fire code. The new building will need to be brought up to code. Friebel stated he currently has property and liability insurance on both properties. Blackmore stated that a temporary certificate of occupancy could be issued contingent upon Friebel satisfying a number of conditions. The committee requested a monthly update.

CIVIC CENTER AND PROMOTION COMMITTEE

Administrator Hellekson stated that staff will meet with Honeywell later this week regarding the 15-year energy savings agreement.

Sarah Hellekson, City Administrator