

Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
Police & Fire Committee
Public Works Committee
December 19, 2017

Present: Andersen, Phillips, Buchanan, Brubakken, Ryan, Reuther, Dillman, Veil, Liebig, Sveum, Edinger, Suko and Fuchs.

Brubakken moved to recommend the City Council approve the request from the JSDC for an additional \$345,000 in FlexPACE interest buy down funds from the Economic Development Fund with the City Share to be \$276,000, and paid from the City Sales Tax Fund. Seconded by Phillips. Unanimous aye vote. Carried.

Phillips moved to recommend the City Council approve the proposal from SRF Consulting for Planning and Zoning Technical Services for 2018 in an amount not to exceed \$60,000. Seconded by Buchanan. Unanimous aye vote. Carried.

Brubakken moved to place on the City Council agenda, without recommendation, consideration of entering into an agreement with the Jamestown Community Correction Program to provide community service and restitution program services for a fee of \$3.00 per hour. Seconded by Phillips. Unanimous aye vote. Carried.

Brubakken moved to recommend the City Council recommend Stutsman County approve the request from Elaine LeFevre for a property tax abatement for 2017, on the Replat of the South 90' of Lot 1, Block 1, Residence Park 2nd Addition, by reducing the True and Full Value from \$259,792 to \$175, 200. Seconded by Buchanan. Unanimous aye vote. Carried.

Phillips moved to recommend the City Council approve the re-establishment of suggested sales prices on City owned lots for the year 2018. Seconded by Brubakken. Unanimous aye vote. Carried.

Andersen informed the committee that the City Administrator Search Committee has been working with AE2S consultants to come up with additional ideas to continue the search. She indicated that she and City Attorney Ryan had met with the current administrator and put together a plan for employment up to March 31, 2018. She also indicated that Sarah Helleckson, one of the three earlier finalists who had withdrawn from consideration has now indicated that she would be interested in interviewing.

Brubakken moved to place on the City Council agenda, without recommendation, consideration of entering into a Proposal/Contract with AE2S for City Administrator Search Services. Seconded by Phillips. Unanimous aye vote. Carried.

Brubakken moved to recommend the City Council approve the continuation of employment of the current administrator from January 1, 2018, up to March 31, 2018, at a rate of \$65.00 per hour and continued benefits. Seconded by Buchanan. Unanimous aye vote. Carried.

Ralph Friebel, Recycling Center of ND, appeared and informed the committee that he has secured his bank loan; the South Central Dakota Regional Council will be meeting December 20th concerning final approval of his loan request; and that the SBA approval has been extended and may not be realized for another 6-8 weeks. He indicated that he is ordering recycling carts to be delivered beginning January 15th, with collection of recyclables beginning approximately February 1st from his current location until final approval of all financing.

Phillips moved to place on the City Council agenda, without recommendation, consideration of extending the \$5,000 monthly subsidy for January 2018 for Renaissance Recycling. The motion died for lack of a second.

The Second Reading of an Ordinance granting a franchise to Northern Plains Electric Cooperative is scheduled for the January 2, 2018, City Council meeting.

No action was taken by the committee at this time relative to the request to adjust security fees for police officers working special events.

Gumke seated himself.

Fire Chief Reuther discussed with the committee the 2017 ISO Survey Overview which improved the public fire protection classification from Class 04 to Class 03/3Y.

General discussion of a Downtown Improvement Road Diet Project was held. It was mentioned that possibilities which may be considered are reducing the traffic lanes from 4 to 2 with a center turn lane, pedestrian improvements and traffic calming amenities. It was mentioned that samples of this type of improvements can be noted in Brookings, SD, and Alexandria, MN.

Andersen moved to recommend the City Council approve entering into an engineering services agreement with Interstate Engineering, Inc., for the Frontier Village Retaining Wall Project. Seconded by Phillips. Unanimous aye vote. Carried.

Andersen moved to recommend the City Council approve the plans and specifications on the Water Plant Re-roofing Project and set the date for opening bids on January 30, 2018. Seconded by Gumke. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve the following pertaining to the 2018 Seal Coat, Patching, Construction and Reconstruction District No. 18-41:

1. To create the district.
2. To direct the preparation of an Engineer's Report concerning the district.
3. To approve the City Engineer's report on the district.
4. To declare it necessary to construct the district and direct the City Administrator to publish notice of a public hearing concerning the district.

Seconded by Gumke. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve the following pertaining to the 2018 Safe Routes to Schools Sidewalk District No. 18-21:

1. To create the district.
2. To direct the preparation of an Engineer's Report concerning the district.
3. To approve the City Engineer's report on the district.
4. To declare it necessary to construct the district and direct the City Administrator to publish notice of a public hearing concerning the district.

Seconded by Gumke. Unanimous aye vote. Carried.

Andersen moved to recommend the City Council approve Change Order No. 1, to Swanberg Construction, Inc., for construction on Automatic Rake Bar Screen Improvements, for a net increase in the contract price of \$16,532.00. Seconded by Gumke. Unanimous aye vote. Carried.

Jeff Fuchs
City Administrator