

JAMESTOWN CITY COUNCIL  
REGULAR MEETING, FEBRUARY 5, 2018  
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 Phillips, Gumke Brubakken and Buchanan, City Attorney Ryan, and City Administrator Fuchs.

Council Member Buchanan moved to approve the minutes of the regular council meeting, January 2, 2018, special council meetings, January 9, 16 & February 1, 2018; and committee meeting, January 23, 2018. Seconded by Council Member Gumke. Unanimous aye vote. Carried.

No bids were received for impounded/abandoned vehicles.

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

- A. Resolution to approve the request from the JSDC for \$250,000 in Flex PACE interest buy down funds for 2018 from the Economic Development Fund with the City Share to be \$200,000, and paid from the City Sales Tax Fund.
- B. Resolution to approve entering into a lease renewal between JSDC and UTC for the JSDC owned building located on the Jamestown Regional Airport property.
- C. Resolution to approve entering into an easement agreement renewal with Casey's General Stores, Inc., over and across Lots 6, 7, and 8, Block 3, Auditor's Plat 1.
- D. Resolution to recognize the following as other public spirited organizations and authorize the issuance of raffle permits: NDBPA – Charitable Bowling Council; and the Blue Jay Girls Soccer Booster Club.
- E. Resolution to approve amending the Land Use Plan on All except the S90' of Lot 1 Replat & except Parcel A, Block 1, Residence Park 2<sup>nd</sup> Addition, from Public/Institutional to Low Density Residential.
- F. Resolution to approve the following Resolutions for 2018 Sidewalk, Curb & Gutter District #18-11:
  - 1) To set up and establish the district;
  - 2) To direct the City Engineer to prepare plans & 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; and
  - 4) To direct the City Administrator to advertise for bids for the construction of the district.
- G. Resolution to authorize the Street Department to advertise for the replacement of a new 3.5 Ton truck for the Street Department.
- H. Resolution to approve utility rate adjustments for 2018.
- I. Resolution to approve Change Order No. 2 from Swanberg Construction, Inc., on the Raker Building, for an increase in the contract price of \$1,754.00.

- J. Resolution to approve Payment No. 1, to Northern Technologies, LLC, for Sanitary Landfill SW-213 Monitoring Well System Upgrades, in the amount of \$49,594.50.
- K. Resolution to approve Payment No. 4, to Swanberg Construction, Inc., for construction on Automatic Rake Bar Screen Improvements, in the amount of \$67,731.00.
- L. Resolution to approve Payment No. 12 (Inv 08387.03-12), to SRF Consulting Group, Inc., for 2017 Jamestown Planning and Zoning Technical Services, in the amount of \$1,953.72.
- M. Resolution to approve Payment No. 44 (Inv 56298), to AE2S, for On Call engineering services, in the amount of \$1,313.00.
- N. Resolution to approve Payment No. 1 (Inv 33599), to Interstate Engineering, Inc., for engineering services on the 2018 Safe Routes to School Sidewalk District 18-21, in the amount of \$32,418.18.
- O. Resolution to approve Payment No. 3 (Inv 33598), to Interstate Engineering, Inc., for engineering services on the Water Treatment Plant Roofing, in the amount of \$3,861.50.
- P. Resolution to approve Payment No. 8 (Inv 33597), to Interstate Engineering, Inc., for engineering services on NW Water Main Replacement Project District 17-61 (11Blocks), in the amount of \$519.00.
- Q. Resolution to approve Payment No. 8 (Inv 33595), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill Cell 4A Development, in the amount of \$9,434.20.
- R. Resolution to approve Payment No. 12 (Inv 33594), to Interstate Engineering, Inc., for engineering services on the Jamestown Sanitary Sewer Raker Facility Screening Report and Construction, in the amount of \$5,550.97.
- S. Resolution to approve Payment No. 12 (Inv 33592), to Interstate Engineering, Inc., for engineering services on 5<sup>th</sup> Street NE (12<sup>th</sup> Ave to 27<sup>th</sup> Ave NE), Paving Improvements District #16-42, in the amount of \$1,624.00.
- T. Resolution to approve Payment No. 14 (Inv 33593), to Interstate Engineering, Inc., for engineering services for construction of road from Menards to Jamestown Regional Medical Center, in the amount of \$1,811.50.
- U. Resolution to approve Payment No. 214 (Inv 33596), to Interstate Engineering, Inc., for Special Services for Compliance to Health Department Permit for Landfill, in the amount of \$3,999.50.
- V. Resolution to approve Payment No. 215 (Inv 33348 & 33600), to Interstate Engineering, Inc., for engineering services on various City Department consultations (General), in the amount of \$3,226.50.
- W. Resolution to approve Payment No. 216 (Inv 33349 & 33601), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Streets), in the amount of \$9,483.00.
- X. Resolution to approve Payment No. 217 (Inv 33350 & 33602), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Sewer), in the amount of \$3,107.00.

- Y. Resolution to approve Payment No. 218 (Inv 33351 & 33603), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Water), in the amount of \$1,768.00.
- Z. Resolution to approve Payment No. 219 (Inv 33352 & 33604), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Solid Waste), in the amount of \$536.50.
- AA. 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.
- BB. Resolution to allow the January indebtedness in the amount of \$3,155,129.64 consisting of \$492,229.32 payroll and \$2,662,900.32 general obligations.

Seconded by Council Member Phillips. Consent Roll Call No. 1 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to authorize the City Attorney to send a notice of default to the Recycling Center of North Dakota, Inc., on February 1, 2018, if curbside recycling service has not yet begun based on the terms of the agreement between the company and the City of Jamestown.

Seconded by Council Member Gumke. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

A public hearing was held concerning Seal Coat, Patching, Construction and Reconstruction District #18-41 protests and the sufficiency thereof. No one appeared to object and no written protests were received. The hearing was closed.

Council Member Phillips moved a Resolution that the protests have been found to be insufficient to bar proceeding with Seal Coat, Patching, Construction and Reconstruction District #18-41. Seconded by Council Member Gumke. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to authorize the City Engineer to develop detailed plans, specifications and estimates for Seal Coat, Patching, Construction and Reconstruction District #18-41.

Seconded by Council Member Gumke. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved to table entering into an agreement renewal with the Jamestown Community Correction Program to provide community service and restitution program services for a fee of \$3.00 per hour. Seconded by Council Member Gumke. Unanimous aye vote. Carried.

Council Member Buchanan moved a Resolution to allow the request from Otter Tail Power Company for reimbursement for relocating electrical lines off City right-of-way, in the amount of \$7,545.13. Seconded by Council Member Phillips. Roll Call No. 5 showed: 4 ayes, 1 nay (Brubakken), 0 absent. Carried.

Council Member Phillips moved to introduce the first reading of an ordinance to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of All Except the S90' of Lot 1 Replat & Except Parcel A, Block 1, Residence Park 2<sup>nd</sup> Addition, from R-1 (One Family Residential District) to R-2 (One to Six Families Residential District).

Mayor Andersen moved to appoint Trent Hillerud to serve as a member on the Fire Code Board of Appeals for a three year term to expire November 2020. Seconded by Council Member Gumke. Unanimous aye vote. Carried.

Council Member Phillips moved to appoint Travis Iversen to serve as an Assistant City Attorney and Assistant City Prosecutor for a term to expire June 2018. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

Council Member Gumke moved a Resolution to recognize the EZ Wheels Shrine Club as an other public spirited organization and authorize the issuance of a raffle permit. Seconded by Council Member Brubakken. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Gumke moved to not open and reject the bid (not opened on January 30, 2018, bid opening) from Herzog Roofing for the Water Treatment Plant Roofing Removal and Replacement project as it did not contain the proper documentation on the outside of bid envelope. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

Council Member Buchanan moved to open the bid (not opened on January 30, 2018, bid opening) from C.L. Lindfoot Co. for the Water Treatment Plant Roofing Removal and Replacement project. Seconded by Council Member Brubakken. Unanimous aye vote. Carried.

The bid amount from C.L. Lindfoot Co. was \$195,674.00.

After discussion on the difference between project estimate and actual bid amount, Council Member Gumke moved to table the bid award for the Water Treatment Plant Roofing Removal and Replacement project until further review by engineering staff. Seconded by Council Member Brubakken. Unanimous aye vote. Carried.

Council Member Buchanan moved to adjourn. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

ATTEST:

JEFF FUCHS, City Administrator

APPROVED:

KATIE ANDERSEN, Mayor