

JAMESTOWN CITY COUNCIL  
REGULAR MEETING, MARCH 4, 2019  
OFFICIAL MINUTES

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

The Pledge of Allegiance to the flag was recited.

Roll Call showed the following members present: Mayor Heinrich, Council Members Phillips, Steele, Brubakken, and Buchanan, City Attorney Ryan, and City Administrator Hellekson.

Council Member Buchanan moved to approve the minutes of the regular council meeting, February 4, 2019; and the committee meetings, February 19 and 21, 2019. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

No bids were received for the sale of impounded/abandoned vehicles.

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

- A. Resolution to approve the established fixed interest rate on the \$3,200,000 Heritage Centre of Jamestown, Inc., Project Series 2008 MIDA Bond.
- B. Resolution to establish the Jamestown/Stutsman Complete Count Committee for the 2020 Census as appointed by the Mayor and trained by the U.S. Census Bureau, in order to encourage participation in the census, which determines apportionment of seats in the State Legislature and funding allocation for the next decade.
- C. Resolution to establish the Operations Subcommittee for the purpose of evaluating efficiencies and effectiveness of city departments and approve seven members as appointed by the Mayor: Dwaine Heinrich, David Steele, Steve Schmitz, Jay Sveum, John Gletne, Leo Ryan and Ciara McPherson.
- D. Resolution to approve the final plat of Gegelman Subdivision, Lot 1, Block 1, and Lot 1, Block 2, a re-plat of Lots 1-3, Block 1, Meier Subdivision, within the SE ¼, Section 12, T140N, R64W located in the extraterritorial jurisdiction of the City of Jamestown, Stutsman County, North Dakota. The property is located at 8381 32nd St SE, Unit 20.
- E. Resolution to approve the 2019 Jamestown Standard Specifications as prepared by the City Engineer.
- F. Resolution to approve Payment No. 1 (Inv 08387.05-1), to SRF Consulting Group, Inc., for 2019 Jamestown Planning and Zoning Technical Services, in the amount of \$7,637.60.
- G. Resolution to approve Payment No. 3 (Inv 61760), to AE2S, for engineering services on NW Booster PLC Upgrade, in the amount of \$376.00.
- H. Resolution to approve Payment No. 11, to Scherbenske, Inc., for construction on NW Water Main Replacement Project District 17-61 (11Blocks), in the amount of \$25,693.20.
- I. Resolution to approve Payment No. 15 (Inv 8802), to Apex Engineering Group, for services on Jamestown Wastewater Treatment Facility Capacity Assessment, in the amount of \$1,558.75.
- J. Resolution to approve Payment No. 57 (Inv 61759), to AE2S, for On Call engineering services, in the amount of \$1,661.15.

- K. Resolution to approve Payment No. 59 (Inv 61758), to AE2S, for engineering services on the Infrastructure I&C Support, in the amount of \$135.00.
- L. Resolution to approve Payment No. 3 (Inv 37097), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$2,172.00.
- M. Resolution to approve Payment No. 10 (Inv 37098), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$3,191.00.
- N. Resolution to approve Payment No. 19 (Inv 37096), to Interstate Engineering, Inc., for engineering services on NW Water Main Replacement Project District 17-61 (11Blocks), in the amount of \$2,370.00.
- O. Resolution to approve Payment No. 21 (Inv 37094), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill Cell 4A Development, in the amount of \$4,980.15.
- P. Resolution to approve Payment No. 262 (Inv 37095), to Interstate Engineering, Inc., for Special Services for Compliance to Health Department Permit for Landfill, in the amount of \$205.00.
- Q. Resolution to approve Payment No. 263 (Inv 37093) in the amount of \$12,408.50, to Interstate Engineering, Inc., for engineering services on the following:
  - 1) City Department consultations (General), in the amount of \$4,081.00
  - 2) City Department consultations (Streets), in the amount of \$2,224.00
  - 3) City Department consultations (Sewer), in the amount of \$3,861.50
  - 4) City Department consultations (Water), in the amount of \$1,729.50
  - 5) City Department consultations (Solid Waste), in the amount of \$512.50
- R. 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.
- S. Resolution to allow the February indebtedness in the amount of \$3,493,224.56 consisting of \$544,179.11 payroll and \$2,949,045.45 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 approve the request from JSDC Economic Development Funds to pay the SCDRC dues of \$17,534 with the city's share to be \$11,045 (63%) and paid from the City Sales Tax Fund and direct the JSDC to pay the funds immediately upon receipt. Seconded by Council Member Buchanan. 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 #19-41 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 #19-41. Seconded by Council Member Steele. 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 #19-41. Seconded by Council Member Phillips. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved to appoint Trent Hillerud to serve as a member of the Board of Adjustment for a three year term to January 2022. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Steele moved to appoint Mitch Ostlie to serve as a member of the Planning Commission to fill the unexpired term of Mike Rhinehart to August 2019. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

Council Member Phillips moved to appoint Jay Marie Nitschke to serve as a City member of the James River Valley Library System Board for a three year term to March 2022. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Brubakken moved a Resolution to approve the requests for street closings and/or permits to allow alcoholic beverages in fenced areas for the St. Patrick's Day Run, on March 23, 2019, for the following: All Vets Club; Buffalo Lanes, Inc.; Corner Bar; Cork and Barrel, Inc.(Elk's location); Middles LLC d/b/a Fred's Den; Frontier Fort Bar & Grill; Jonny B's Brickhouse; Knights of Columbus; Office Bar & Lounge; Shady's; and Wonder Bar Sports Bar. Seconded by Council Member Phillips. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

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

ATTEST:  
SARAH HELLEKSON, City Administrator

APPROVED:  
DWAINE HEINRICH, Mayor