

JAMESTOWN CITY COUNCIL
REGULAR MEETING, SEPTEMBER 3, 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 August 5, 2019, the special council meeting August 22, 2019, as amended, and the committee minutes of August 20 and 22, 2019. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Buchanan removed Item F. from the Consent Agenda for discussion. Rod Pettys, 916 2nd Ave NW, requested an extended deadline of February 29, 2020, to completely remove his structure in the floodway. Council Member Steele moved to extend the deadline to February 29, 2020. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

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

- A. Resolution to approve the request from the JSDC for an additional \$200,000 in FlexPACE interest buy down funds for 2019 from the Economic Development Fund with the City Share to be \$160,000, and paid from the City Sales Tax Fund, with any remaining 2019 funds to be used in 2020.
- B. Resolution to 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.
- C. Resolution to approve and authorize signing of the Department of Transportation North Dakota State Aid for Public Transit Funding Agreement for Section 5311 and State Aid to Public Transit funding on behalf of Jamestown Taxi Service; and committing the local share of funds necessary as budgeted for (State FY 2020) 2019 - 2020.
- D. Resolution to approve the request from the Jamestown Fine Arts Association to close 2nd St SW from 1st Ave South west to the alley, on Saturday, September 14, 2019, for the OKtoberfest Fundraiser.
- E. Resolution to approve the request from JSDC for up to \$5,000 from Economic Development Funds for the Center for Economic Development – Energy Efficiency Improvements (HVAC and lighting improvements), with the City Share to be \$4,000, and paid from the City Sales Tax Fund.
- F. Resolution to approve the findings of facts and determination of the remedy for an unpermitted structure in the floodway and floodway encroachment for Rodney and Shari Pettys to remove the encroaching structure by February 29, 2020.
- G. Resolution to approve the Minor Subdivision, Preliminary/Final plat of CAD Addition, Lot 1, Block 1, a re-plat of Lots 15 & 16, a vacated alley, and a vacated Portion of 16th St SW, Block 7, Mill Hill Second Addition, within the SE ¼, Section 35, T140N, R64W, City of Jamestown, ND. The property is located at the 800 block of 16th St SW, Jamestown, ND.
- H. Resolution to award the Rehabilitation of Wells 8 and 9 to Watersmith, in the amount of \$42,416, to include labor, pumps, motors and drop pipe to be completed this fall.

- I. Resolution to schedule the public meeting for financing the lift station project for improvements at Lift Station 20 and Master Lift Station for September 26, 2019, at 4:00 PM at City Hall.
- J. Resolution to approve Payment No. 1, to LD Concrete, for construction on 2019 Sidewalk, Curb & Gutter District #19-11, in the amount of \$25,147.41.
- K. Resolution to approve Payment No. 2, to Scherbenske, Inc., for construction on 2019 Watermain Replacement Project, in the amount of \$232,350.37.
- L. Resolution to approve Payment No. 4, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District #19-41, in the amount of \$552,389.20.
- M. Resolution to approve Payment No. 20 (Inv 9592), to Apex Engineering Group, for services on Jamestown Wastewater Treatment Facility Capacity Assessment, in the amount of \$431.00.
- N. Resolution to approve Payment No. 62 (Inv 64338), to AE2S, for On Call engineering services, in the amount of \$1,383.30.
- O. Resolution to approve Payment No. 25 (Inv 64363), to AE2S, for engineering services on Jamestown Stormwater Utility Implementation, in the amount of \$10,041.25.
- P. Resolution to approve Payment No. 1 (Inv 38533), to Interstate Engineering, Inc., for engineering services on Sanitary Sewer Lift Station Improvements (Main Lift and Lift Station No. 20), in the amount of \$12,327.50.
- Q. Resolution to approve Payment No. 2 (Inv 38535), to Interstate Engineering, Inc., for engineering services on Roof Repairs at the Jamestown Civic Center, in the amount of \$687.00.
- R. Resolution to approve Payment No. 2 (Inv 38536), to Interstate Engineering, Inc., for engineering services on Caulking Repairs at the Jamestown Civic Center, in the amount of \$1,154.00.
- S. Resolution to approve Payment No. 3 (Inv 38532), to Interstate Engineering, Inc., for engineering services on the 2019 Watermain Replacement Project, in the amount of \$18,819.06.
- T. Resolution to approve Payment No. 7 (Inv 38530), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$729.00.
- U. Resolution to approve Payment No. 10 (Inv 38529), to Interstate Engineering, Inc., for engineering services on the Inert Landfill Closure Cell 1-4, Section 5-139-63, in the amount of \$6,297.84.
- V. Resolution to approve Payment No. 13 (Inv 38531), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$410.00.
- W. Resolution to approve Payment No. 26 (Inv 38527), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill Cell 4A Development, in the amount of \$1,333.00.
- X. Resolution to approve Payment No. 275 (Inv 38528), to Interstate Engineering, Inc., for Special Services for Compliance to Health Department Permit for Landfill, in the amount of \$433.00.

Y. Resolution to approve Payment No. 276 (Inv 38537), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Facility Sludge, Grease Trap & LRATS Issues, in the amount of \$7,152.88.

Z. Resolution to approve Payment No. 277 (Inv 38534), in the amount of \$19,366.50, to Interstate Engineering, Inc., for engineering services on the following: 1) City Department consultations (General), in the amount of \$5,667.00; 2) City Department consultations (Streets), in the amount of \$3,876.00; 3) City Department consultations (Sewer), in the amount of \$6,608.00; 4) City Department consultations (Water), in the amount of \$1,485.50; 5) City Department consultations (Solid Waste), in the amount of \$428.00; 6) City Department consultations (Storm Water), in the amount of \$1,302.00.

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 August indebtedness in the amount of \$5,383,481.33 consisting of \$489,441.43 payroll and \$4,894,039.90 general obligations.

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

Council Member Buchanan moved a Resolution to approve the request from AE2S to amend the current agreement for the Water Treatment Plant data security and alarm program to allow required reporting and data downloads at a monthly cost of \$20 to be paid from the Water Utility Fund. Seconded by Council Member Phillips. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Ordinance No. 1520, introduced by Council Member Phillips, to amend and re-enact Section 25.5 to increase the City Sales Tax by one-half percent from two percent (2%) to two and one-half percent (2.5%) effective January 1, 2020, had its second reading. Seconded by Council Member Brubakken. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to approve Change Order No. 1, to Border States Paving, Inc., for Seal Coat, Patching, Construction & Reconstruction District #19-41, for an increase in the contract price of \$26,665.14. Seconded by Council Member Phillips. Justin Liebig, City Engineering Staff, answered questions. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a Resolution to approve and recognize the Rick Dilallo Cancer Benefit as an other public spirited organization and authorize the issuance of a raffle permit. Seconded by Council Member Steele. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved a Resolution to approve and recognize the Heritage Centre Fundraising Committee as an other public spirited organization and authorize the issuance of a raffle permit. Seconded by Council Member Steele. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved to adjourn at 5:30 PM. Seconded by Council Member Brubakken. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor