

JAMESTOWN CITY COUNCIL
REGULAR MEETING, OCTOBER 7, 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 Phillips moved to approve the minutes of the regular council meeting September 3, 2019, and the committee minutes of September 24 and September 26, 2019, as corrected. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Mayor Heinrich removed an item from consent agenda concerning the request from the Jamestown Community Correction Program, a not-for-profit regional community service and restitution program organization, to fund the program in 2020 in the amount of \$6 for each hour of community service ordered by Municipal Court (an increase of \$2), \$20 per noncompliance report (an increase of \$10), and consider approval and authorize the signing of the Jamestown Community Correction Program Agreement for January 1, 2020 through December 31, 2020, and to approve these changes be made to the existing agreement. Additional information is required and will be considered at the November 19, 2019, Finance and Legal Committee.

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

- A. Resolution to approve the City's request, approved by the JSDC, for Economic Development Funds for the City of Jamestown to acquire for the National Guard one-time payment of up to \$350,000 for a 40-year lease at the Airport Industrial Park at the City/County 80/20 split.
- B. Resolution to approve reclassifying the positions of Administrative Assistant Finance from Range 31 to Range 34, and Appraiser from Range 34 to Range 36.
- C. Resolution to approve the Minor Subdivision, Preliminary/Final plat of Fallgatter Addition, Lot 1 and 2, Block 1, a re-plat of Lots 5,6,7 & 8, Block 3, Leapaldt Addition, within the SE ¼, Section 24, T140N, R64W, City of Jamestown, ND.
- D. Resolution to approve and accept the proposal from LKA Engineers, Inc., for full electrical engineering services to install an engine-generator and service rated automatic transfer switch at the Main Sanitary Lift Station under the NDDDES grant project, with the cost for electrical engineering services to be funded through the Sewer Fund and the \$253,813.92 project cost is a 75/25 split with the Federal share being \$190,360.43 and anything above that being the City's share.
- E. Resolution to approve a Resolution of Governing Body of Applicant for Lift Station Improvement Project (Lift Station 20 and Master Lift Station).
- F. Resolution to approve and authorize entering into an Engineering Agreement with Interstate Engineering, Inc., for the water line to the ND State Hospital, with the City now having approval from the State Legislature to specially assess the State (ND State Hospital land) for the project.
- G. Resolution to approve and authorize entering into an Engineering Agreement with Interstate Engineering, Inc., for the 2020 Water Main Improvement Project.

- H. Resolution to approve and authorize the request for bids for Tier 2 Gas Sampling at the Jamestown Sanitary (MSW) Landfill, with the \$25,000 cost to be paid under the SRF Sanitary Landfill loan.
- I. Resolution to approve Payment No. 2, to LD Concrete, for construction on 2019 Sidewalk, Curb & Gutter District #19-11, in the amount of \$19,266.87.
- J. Resolution to approve Payment No. 3, to Scherbenske, Inc., for construction on 2019 Watermain Replacement Project, in the amount of \$342,631.99.
- K. Resolution to approve Payment No. 5, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District #19-41, in the amount of \$675,897.29.
- L. Resolution to approve Payment No. 7 (Inv 08387.05-7), to SRF Consulting Group, Inc., for 2019 Jamestown Planning and Zoning Technical Services, in the amount of \$4,058.29.
- M. Resolution to approve Payment No. 8 (Inv 08387.05-8), to SRF Consulting Group, Inc., for 2019 Jamestown Planning and Zoning Technical Services, in the amount of \$2,899.36.
- N. Resolution to approve Payment No. 21 (Inv 9681), to Apex Engineering Group, for services on Jamestown Wastewater Treatment Facility Capacity Assessment, in the amount of \$4,119.58.
- O. Resolution to approve Payment No. 63 (Inv 64843), to AE2S, for On Call engineering services, in the amount of \$278.00.
- P. Resolution to approve Payment No. 1 (Inv 38840), to Interstate Engineering, Inc., for engineering services on 2019 Safe Routes to School, in the amount of \$8,345.58.
- Q. Resolution to approve Payment No. 2 (Inv 38839), to Interstate Engineering, Inc., for engineering services on Sanitary Sewer Lift Station Improvements (Main Lift and Lift Station No. 20), in the amount of \$4,267.50.
- R. Resolution to approve Payment No. 3 (Inv 38843), to Interstate Engineering, Inc., for engineering services on Roof Repairs at the Jamestown Civic Center, in the amount of \$1,085.64.
- S. Resolution to approve Payment No. 3 (Inv 38841), to Interstate Engineering, Inc., for engineering services on Caulking Repairs at the Jamestown Civic Center, in the amount of \$1,781.28.
- T. Resolution to approve Payment No. 4 (Inv 38838), to Interstate Engineering, Inc., for engineering services on the 2019 Watermain Replacement Project, in the amount of \$31,618.14.
- U. Resolution to approve Payment No. 11 (Inv 38836), to Interstate Engineering, Inc., for engineering services on the Inert Landfill Closure Cell 1-4, Section 5-139-63, in the amount of \$2,347.92.
- V. Resolution to approve Payment No. 14 (Inv 38837), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$615.00.
- W. Resolution to approve Payment No. 27 (Inv 38849), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill Cell 4A Development, in the amount of \$512.50.
- X. Resolution to approve Payment No. 279 (Inv 38842), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Facility Sludge, Grease Trap & LRATS Issues, in the amount of \$4,866.50.

Y. Resolution to approve Payment No. 280 (Inv 38844), in the amount of \$24,044.50, to Interstate Engineering, Inc., for engineering services on the following: 1) City Department consultations (General), in the amount of \$8,863.00; 2) City Department consultations (Streets), in the amount of \$2,508.00; 3) City Department consultations (Sewer), in the amount of \$1,264.50; 4) City Department consultations (Water), in the amount of \$6,353.00; 5) City Department consultations (Solid Waste), in the amount of \$1,996.00; and 6) City Department consultations (Storm Water), in the amount of \$3,060.00.

Z. 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.

AA. Resolution to allow the September indebtedness in the amount of \$3,069,238.60 consisting of \$523,101.39 payroll and \$2,546,137.21 general obligations.

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

Council Member Brubakken moved a Resolution to approve Change Order No. 1, to Scherbenske Inc., on 2019 Watermain Replacement Project for a time extension to November 6, 2019, and for an increase in the contract price of \$21,868.40. Seconded by Council Member Phillips. Travis Dillman, City Engineer, addressed the City Council. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved a Resolution to approve Change Order No. 1, to LD Concrete, on 2019 Sidewalk, Curb & Gutter District #19-11, for an increase in the contract price of \$17,729.20. Seconded by Council Member Steele. Justin Liebig, Engineering Technician, addressed the City Council. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Public hearings were held for the following special assessment lists: 1) Paving Improvement 5th St NE District 16-42. No one appeared to object and no written protests were received; 2) Paving Improvement 20th St SW District 16-43. No one appeared to object and no written protests were received; 3) NW Watermain Rehabilitation District #17-61. No one appeared to object and no written protests were received; 4) Safe Routes To School Sidewalk District 18-21. No one appeared to object and no written protests were received; 5) Seal Coat, Patching, Construction and Reconstruction District #18-41. No one appeared to object and no written protests were received; 6) Retaining Wall Assessment Frontier Village District #18-42. No one appeared to object and no written protests were received.

The public hearings for the projects were closed.

Council Member Phillips moved a Resolution to approve the special assessments for the projects as follows:

- 1) Paving Improvement 5th St NE District 16-42, in the total amount of \$2,838,689.21, less the City Share of \$696,136.11, with the balance of \$2,142,553.10 to be assessed to benefited properties within the district.
- 2) Paving Improvement 20TH St SW District 16-43, in the total amount of \$2,443,008.04, less the City Share of \$610,752.01, with the balance of \$1,832,256.03 to be assessed to benefited properties within the district.
- 3) NW Watermain Rehabilitation District #17-61, in the total amount of \$1,497,889.02, less the City Share of \$679,171.38, with the balance of \$818,717.64 to be assessed to benefited properties within the district.

- 4) Safe Routes To School Sidewalk District 18-21, in the total amount of \$165,804.16, less the City Share of \$41,451.04, with the balance of \$124,353.12 to be assessed to benefited properties within the district.
- 5) Seal Coat, Patching, Construction and Reconstruction District #18-41, in the total amount of \$2,627,904.29, less the City Share of \$603,349.97, with the balance of \$2,024,554.32 to be assessed to benefited properties within the district.
- 6) Retaining Wall Assessment Frontier Village District #18-42, in the total amount of \$223,310.68, less the NDDOT Grant of \$104,097.31, with the balance of \$119,213.37 to be assessed to benefited properties within the district.

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

A public hearing was held concerning the proposed budget for City General and Special Funds for the fiscal period January 1, 2020, through December 31, 2020.

Council Member Brubakken stated his concerns regarding increased property and sales taxes and the addition of staff positions, stating that he preferred to see the effects of the additional tax revenue first.

No written protests were received. The public hearing was closed.

Ordinance No. 1521, introduced by Council Member Buchanan, pertaining to the appropriation of the General and Special Funds for the fiscal year January 1, 2020, through December 31, 2020, had its second reading. Seconded by Council Member Phillips. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Ordinance No. 1522, introduced by Council Member Brubakken, pertaining to the appropriation of the Revenue and Special Funds for the fiscal year January 1, 2020, through December 31, 2020, had its second reading. Seconded by Council Member Steele. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved a Resolution to direct the City Administrator to notify the County that the City of Jamestown should be exempt from the County Library Levy as the City maintains its own library levy. Seconded by Council Member Steele. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to direct the City Administrator to certify the tax levies to the County for the fiscal period January 1, 2020, through December 31, 2020. Seconded by Council Member Steele. Roll Call No. 8 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve the demolition of the city-owned, damaged storage building at 1100 Railroad Drive and regrade the site for stormwater mitigation. Seconded by Council Member Phillips. Tom Blackmore, Building Inspector, stated that the building will be completely removed and the site regraded. Roll Call No. 9 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved a Resolution to approve the Street Foreman Selection Committee recommendation of Richard Lipetzky for the position of Street Foreman, at Range 54, Step 14. Seconded by Council Member Steele. Roll Call No. 10 showed: 5 ayes, 0 nays, 0 absent. Carried.

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

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor