

JAMESTOWN CITY COUNCIL  
REGULAR MEETING, JANUARY 6, 2020  
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.

A public hearing was held concerning the performance of the City of Jamestown in carrying out its community development responsibilities related to the \$33,334.00 Community Development Block Grant (CDBG) Project No. 4455-SL18-MS for River Rock Investments, 302 1<sup>st</sup> Ave North, and to obtain citizen views and to respond to proposals and questions. No one appeared to comment or respond. The hearing was closed.

Council Member Phillips moved to approve the minutes of the regular council meeting December 2, 2019; minutes of the special council meeting, December 19, 2019; and minutes of the committee meetings December 17 & 19, 2019. Seconded by Council Member Steele. Unanimous aye vote. Carried.

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

- A. Resolution to re-affirm pledges of deposit as follows: 1) Unison Bank - \$12,946,399.79; 2) Wells Fargo Bank - \$6,794,315.22; 3) Dacotah Bank - \$14,079,710.33.
- B. Resolution to approve the proposal from SRF Consulting for Planning and Zoning Technical Services for 2020, in an amount not to exceed \$60,000.
- C. Resolution to approve the requested Application for Abatement for 235 20<sup>th</sup> Ave NE (74-2180360) in the amount of \$396,000.
- D. Resolution to approve the City paying the Frontier Village Road Project 18-42 special assessments for the City-owned parcels, in the amount of \$119,213, to be paid from the Special Assessment Deficiency Fund.
- E. Resolution to approve the revised employee annual leave policy as amended.
- F. Resolution to approve the 2021-2024 NDDOT Urban Roads and Urban Regional State Transportation Improvement Program (STIP) list.
- G. Resolution to approve NDDOT elimination of bump outs on all side streets and at the intersection of 4<sup>th</sup> Avenue NW for an overall decrease of \$292,900 in Main Street Road Diet project costs.
- H. Resolution to enter into a Cost Participation, Construction and Maintenance agreement with the ND Department of Transportation for the Jamestown Safe Routes to Schools (SRTS) (Signing, Beacons, Bumpouts, and Sidewalks), Project No. TAU-2-987(042).
- I. Resolution to approve Payment No. 11 (Inv 08387.05-11), to SRF Consulting Group, Inc., for 2019 Jamestown Planning and Zoning Technical Services, in the amount of \$5,099.98.
- J. Resolution to approve Payment No. 2 (Inv 39604), to Interstate Engineering, Inc., for engineering services on Demolition of LeFevre Building, in the amount of \$764.99.

- K. Resolution to approve Payment No. 3 (Inv 39603), to Interstate Engineering, Inc., for engineering services on 2019 Fall Flood Event, in the amount of \$5,028.00.
- L. Resolution to approve Payment No. 4 (Inv 39600), to Interstate Engineering, Inc., for engineering services on 2019 Safe Routes to School, in the amount of \$19,601.00.
- M. Resolution to approve Payment No. 7 (Inv 39599), to Interstate Engineering, Inc., for engineering services on the 2019 Watermain Replacement Project, in the amount of \$8,868.98.
- N. Resolution to approve Payment No. 9 (Inv 39597), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$8,966.00.
- O. Resolution to approve Payment No. 14 (Inv 39596), to Interstate Engineering, Inc., for engineering services on the Inert Landfill Closure Cell 1-4, Section 5-139-63, in the amount of \$1,090.00.
- P. Resolution to approve Payment No. 17 (Inv 39598), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$2,352.50.
- Q. Resolution to approve Payment No. 285 (Inv 39602), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Facility Sludge, Grease Trap & LRATS Issues, in the amount of \$820.00.
- R. Resolution to approve Payment No. 286 (Inv 39595), to Interstate Engineering, Inc., for Special Services for Compliance to Health Department Permit for Landfill, in the amount of \$661.00.
- S. Resolution to approve Payment No. 287 (Inv 39601), in the amount of \$11,126.50, to Interstate Engineering, Inc., for engineering services on the following:
  - 1) City Department consultations (General), in the amount of \$2,860.50
  - 2) City Department consultations (Streets), in the amount of \$5,140.50
  - 3) City Department consultations (Sewer), in the amount of \$1,537.50
  - 4) City Department consultations (Water), in the amount of \$1,178.00
  - 5) City Department consultations (Solid Waste), in the amount of \$410.00
- T. 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.
- U. Resolution to allow the December indebtedness in the amount of \$2,119,782.47 consisting of \$504,938.25 payroll and \$1,614,844.22 general obligations.

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

Council Member Phillips moved a Resolution to approve the bill of sale between the City of Jamestown and Karen George for the personal property including livestock described as five ponies, one horse, and three goats, all acquired from the Frontier Village Association, Karen George being the current and previous caretaker for these animals. Seconded by Council Member Brubakken. Searle Swedlund, Jamestown Tourism Executive Director, answered questions. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved to appoint Mayor Dwaine Heinrich to serve as a City Council representative on the Law Enforcement Center Governing Board for a four year term to December 2023. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

Council Member Steele moved to appoint Trent Sletto to serve as a member on the Jamestown Regional Airport Authority for a five year term to December 2024. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

Council Member Phillips moved to appoint James Weight to serve as a member on the Board of Adjustments for a three year term to January 2023. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Phillips moved to appoint Amie Aesoph to serve as a member on the Civil Service Commission for a five year term to January 2025. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Brubakken moved a Resolution affirming the urgency and necessity of the State's participation in replacing the State of North Dakota ladder truck for the City. Seconded by Council Member Steele. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved to adjourn at 5:28 PM. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

ATTEST:  
SARAH HELLEKSON, City Administrator

APPROVED:  
DWAINE HEINRICH, Mayor