

JAMESTOWN CITY COUNCIL
SPECIAL MEETING, MAY 21, 2020
OFFICIAL MINUTES

The special meeting of the City Council was called to order by Mayor Heinrich at 5:25 P.M.

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 following consent agenda items:

- A. Resolution to approve and authorize the City Administrator to enter into a Municipal Advisor Agreement with Dougherty & Company LLC, for the issuance of improvement warrants for Refunding Improvement Bonds of 2020 (Paving District 19-41) and to schedule the sale at the July 6, 2020, City Council meeting.
- B. Resolution to approve the request from the JSDC to fund The Preliminary Design Report and Surveys for a potential Greenhouse tenant, in the amount of \$21,000 from the Economic Development Fund with the City share to be \$16,800 and paid from the City Sales Tax Fund.
- C. Resolution to approve and authorizing the City Administrator to enter the FEMA-4475-DR Public Assistance Grant Program Subgrant Agreement with the State of North Dakota Department of Emergency Services for reimbursement of costs incurred during the fall 2019 flood event.
- D. Resolution to approve of the Minor Subdivision, Preliminary/Final plat of Hollaar Addition, Lot 1, Block 1, being within the City of Jamestown, Midway Township, Stutsman County, ND, a replat of Lot 20 and south half of Lot 21, Block 6 of Residence Park Addition, within the NW Quarter of Section 25-140-64, City of Jamestown, ND.
- E. Resolution to establish a non-refundable \$200.00 application fee on requests for lot combinations.
- F. Resolution to approve and authorize entering into a license agreement with Fort Seward Reconstruction Committee d/b/a Flags Across America, Fort Seward with the special use permit for use as a campground as recommended by the Building, Planning and Zoning Committee on March 26, 2020.
- G. Resolution to approve the request from Jamestown Tourism for \$15,450 from the Jamestown Tourism (BCTF) New Projects Fund to build a new website.
- H. Resolution to approve and authorizing the City Administrator to sign the North Dakota Department of Commerce Main Street Initiative Community Action Plan.
- I. Resolution to approve the Change Order No. 2 to Scherbenske, Inc., on 2020 Water Main Improvement Project 19-61, for a net increase in the contract price of \$10,132.94, with a completion date of November 10, 2019.

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

The bid award for the Sanitary Sewer Main Lift Station Engine Generator was moved to the June 1, 2020, City Council meeting.

Council Member Brubakken moved a Resolution to award the bid for Sanitary Sewer Lift Station No. 20 to CC Steel, in the amount of \$1,421,870.00, contingent on approval by the North Dakota Department of Environmental Quality. Seconded by Council Member Steele. City Engineer Dillman provided information. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved to introduce the first reading of an ordinance to grant a continued franchise agreement with CenturyLink.

Council Member Steele moved to introduce the first reading of an ordinance to amend and re-enact Section 2-59 of the City Code, during a proclaimed emergency, to allow the mayor to restrict or relax ordinances listed, or related to the regulation of alcohol, provided that the City Council acts within 30 days or the mayor's order terminates.

Council Member Phillips moved to introduce the first reading of an ordinance to amend and re-enact Article III, Chapter 15 of the City Code pertaining to the Fire Protection Code.

A public hearing was held concerning an ordinance to amend Appendix C by enacting Section 12.1, of the City Code of the City of Jamestown, ND, to allow the Zoning Administrator to issue building permits over interior lots lines. No one appeared to object, and no written protests were received. The hearing was closed.

Ordinance No. 1532, introduced by Council Member Phillips, to enact Section 12.1, Appendix C, of the City Code of the City of Jamestown, ND, to allow the Zoning Administrator to issue building permits over interior lots lines, had its second reading. Seconded by Council Member Steele. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve the promotion of Shawn O'Neill to the Sanitation Foreman position. Seconded by Council Member Brubakken. Deputy Auditor Sveum addressed the City Council. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to extend the temporary moratorium pertaining to the retail sale of alcoholic beverages to the September 8, 2020, City Council meeting. Seconded by Council Member Phillips. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved a Resolution to authorize the replacement and approving the purchase of a digital IP phone system for City Hall in 2020 from Dakota Central, at a one-time cost of \$2,375 and a monthly fee of \$485.40 over 60 months for a total amount of \$31,500 over six years, \$5,775 to be paid from the 2020 Public Building Site Fund. Building Inspector Blackmore addressed the City Council. Seconded by Council Member Steele. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a Resolution to authorize the advertisement for request for information for an audio-visual system for City Hall. Seconded by Council Member Brubakken. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved to adjourn at 5:40 PM. Seconded by Council Member Steele. Unanimous aye vote. Carried.

ATTEST:

SARAH HELLEKSON, City Administrator

APPROVED:

DWAINE HEINRICH, Mayor