

JAMESTOWN CITY COUNCIL  
REGULAR MEETING, OCTOBER 5, 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 Buchanan, Steele and Schloegel, City Attorney Ryan, and City Administrator Hellekson. Council Member Kamlitz was absent.

Ernie Williams, 3446 85th Ave SE, addressed the City Council and requested the city provide traffic counters, a maintenance schedule, better and more frequent maintenance for 27<sup>th</sup> Street, which is owned by Bloom Township.

Council Member Buchanan moved to approve the minutes of the regular council meeting September 8, 2020; minutes of the special council meeting, September 29, 2020; minutes of the Special Assessment Commission meeting, September 29, 2020; and minutes of the committee meeting September 24, 2020. Seconded by Council Member Steele. Unanimous aye vote. Carried.

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

- A. Resolution to approve an amendment to the 2021 Budget Ordinances No. 1537 and 1538 to reflect a \$1,008.00 2021 wage and benefit increase for city employees for the year, \$42 and benefits per pay period per employee, at a total amount of \$132,026.11, in recognition and appreciation for their dedication and providing municipal services.
- B. Resolution to approve the variance application from Common Wealth Development Cooperation per the requirements set forth in the 2018 International Building Code, Article I, Section 9.9, Fire Limits.
- C. Resolution to approve the proposed revised Civic Center rental rates effective January 1, 2021.
- D. Resolution to approve an engineering agreement with Interstate Engineering, Inc., for the rehabilitation and relocation of the University of Jamestown's stormwater system by Taylor stadium.
- E. Resolution to approve the true cost of city water and recommended improvements.
- F. Resolution to approve Change Order No. 2, to Scherbenske Inc., for the 2020 Water Main Improvement District 20-61 (approximately 11 Blocks) for a net increase in the contract price of \$9,426.00.
- G. Resolution to approve Change Order No. 3 (Final Balancing) to Scherbenske Inc., for 2019 Water Main Improvement Project 19-61, for a net decrease in the contract price of \$82,979.09.
- H. Resolution to approve Payment No. 1 (Inv 70299), to AE2S, for I&C Needs Assessments, in the amount of \$9,027.60.
- I. Resolution to approve Payment No. 1 (Inv 2114546), to the ND Department of Transportation, for engineering services on US 281 / US 52 Road Diet, NDDOT Project UGP-NHU-2-052(043)264, PCN 22279 — US 52 from 8<sup>th</sup> Ave NW to 8<sup>th</sup> Street S, in the amount of \$35,764.27.

- J. Resolution to approve Payment No. 2 (Inv 2114545), to the ND Department of Transportation, for construction completed on 2019-2020 Safe Routes to School, in the amount of \$50,583.03.
- K. Resolution to approve Payment No. 2, to Scherbenske, Inc., for construction on 2020 State Hospital Water Line District 20-62, in the amount of \$396,209.67.
- L. Resolution to approve Payment No. 4, to Scherbenske, Inc., for construction on 2020 Water Main Improvement District 20-61 (Approximately 11 Blocks), in the amount of \$152,549.36.
- M. Resolution to approve Payment No. 5, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District 20-41, in the amount of \$62,293.41.
- N. Resolution to approve Payment No. 8 (Inv 08387.06-8), to SRF Consulting Group, Inc., for 2020 Jamestown Planning and Zoning Technical Services, in the amount of \$6,094.58.
- O. Resolution to approve Payment No. 10 (Final), to Scherbenske, Inc., for construction on 2019 Watermain Replacement Project, in the amount of \$49,232.16.
- P. Resolution to approve Payment No. 72 (Inv 70298), to AE2S, for On Call engineering services, in the amount of \$427.30.
- Q. Resolution to approve Payment No. 2 (Inv 41869), to Interstate Engineering, Inc., for engineering services on NDDEQ Facility Financial Assurance Summary Workbook Instructions for Jamestown Sanitary Landfill SW-213, in the amount of \$2,580.00.
- R. Resolution to approve Payment No. 5 (Inv 41864), to Interstate Engineering, Inc., for engineering services on 2020 Water Main Improvement District 20-61 (Approximately 11 Blocks), in the amount of \$24,752.72.
- S. Resolution to approve Payment No. 5 (Inv 41866), to Interstate Engineering, Inc., for engineering services on 2020 Roof Repairs at the Jamestown Civic Center, in the amount of \$925.46.
- T. Resolution to approve Payment No. 6 (Inv 41865), to Interstate Engineering, Inc., for engineering services on 2020 State Hospital Water Line District 20-62, in the amount of \$22,676.00.
- U. Resolution to approve Payment No. 7 (Inv 41867), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Facility Valve Replacement, New Phase Energy, Gas Monitoring, in the amount of \$1,640.00.
- V. Resolution to approve Payment No. 9 (Inv 41862), to Interstate Engineering, Inc., for engineering services on Sanitary Sewer Lift Station Improvements (Main Lift and Lift Station No. 20), in the amount of \$2,116.00.
- W. Resolution to approve Payment No. 11 (Inv 41863), to Interstate Engineering, Inc., for engineering services on 2019 Safe Routes to School, in the amount of \$723.00.
- X. Resolution to approve Payment No. 14 (Inv 41861), to Interstate Engineering, Inc., for engineering services on the 2019 Watermain Replacement Project, in the amount of \$3,110.94.
- Y. Resolution to approve Payment No. 18 (Inv 41859), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$3,881.50.

- Z. Resolution to approve Payment No. 24 (Inv 41860), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$5,296.00.
- AA. Resolution to approve Payment No. 32 (Inv 41858), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill Cell 4A Development, in the amount of \$5,172.00.
- BB. Resolution to approve Payment No. 298 (Inv 41868), in the amount of \$16,978.00, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
  - (General), in the amount of \$7,638.00;
  - (Streets), in the amount of \$3,306.00;
  - (Sewer), in the amount of \$2,016.50;
  - (Water), in the amount of \$2,570.00;
  - (Solid Waste), in the amount of \$307.50;
  - (Storm Water), in the amount of \$1,140.00.
- CC. 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.
- DD. Resolution to allow the September indebtedness in the amount of \$3,654,232.38 consisting of \$519,446.63 payroll and \$3,134,785.75 general obligations.

Seconded by Council Member Steele. Consent Roll Call No. 1 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved to amend the Resolution extending the temporary moratorium through January 5, 2021, on the enforcement of the City of Jamestown Municipal Code Section 5-3 pertaining to the sale and possession of alcohol on a public right-of-way at the location of an on-sale license holder with a City permit, to include extending the temporary moratorium on off-sale liquor sold with food by on-sale liquor license holders. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Steele moved the Resolution as amended. Seconded by Council Member Schloegel. Roll Call No. 2 showed: 4 ayes, 0 nays, 1 absent. Carried.

A public hearing was held concerning the proposed budget for City General and Special Funds for the fiscal period January 1, 2021, through December 31, 2021. No one appeared to speak and no written comments were received. The hearing was closed.

Ordinance No. 1537, introduced by Mayor Heinrich, pertaining to the appropriation of the General and Special Funds for the fiscal year January 1, 2021, through December 31, 2021, had its second reading. Seconded by Council Member Buchanan. Roll Call No. 3 showed: 4 ayes, 0 nays, 1 absent. Carried.

Ordinance No. 1538, introduced by Mayor Heinrich, pertaining to the appropriation of the Revenue and Special Funds for the fiscal year January 1, 2021, through December 31, 2021, had its second reading. Seconded by Council Member Steele. Roll Call No. 4 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved a Resolution directing 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 Buchanan. Roll Call No. 5 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Schloegel moved a Resolution directing the City Administrator to certify the tax levies to the County for the fiscal period January 1, 2021, through December 31, 2021. Seconded by Council Member Steele. Roll Call No. 6 showed: 4 ayes, 0 nays, 1 absent. Carried.

City Attorney Ryan advised the City Council that the bid defects are waivable for the unopened bids for a One (1) New Single Axle Truck (Cab, Chassis & Packer Body) for the Sanitation Department and a One (1) New Roll Off Truck (Cab, Chassis & Hoist) for the Solid Waste Department.

Council Member Steele moved to open the bids from Westlie Motors for One (1) New Single Axle Truck (Cab, Chassis & Packer Body) for the Sanitation Department and One (1) New Roll Off Truck (Cab, Chassis & Hoist) for the Solid Waste Department. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

City Attorney Ryan opened the bids from Westlie Motors.

Mayor Heinrich declared a recess at 5:34 p.m. to allow staff to retabulate the bids.

Mayor Heinrich reconvened the City Council at 5:42 p.m.

Council Member Steele moved a Resolution to award the bid for a One (1) New Single Axle Truck (Cab, Chassis & Packer Body) for the Sanitation Department to Fargo Freightliner, in the amount of \$142,632.00 with an anticipated delivery within 180 days. Seconded by Council Member Buchanan. City Attorney Ryan provided information. Engineering Technician Michel and Sanitation Foreman O'Neill provided information and discussed the delivery timing. Roll Call No. 7 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved a Resolution to award the bid for One (1) New Roll Off Truck (Cab, Chassis & Hoist) for the Solid Waste Department to Fargo Freightliner, in the amount of \$142,445.00. Seconded by Council Member Schloegel. City Attorney Ryan, Engineer Tech Michel and Sanitation Foreman O'Neill provided information. Roll Call No. 8 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved to adjourn at 5:58 PM. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

ATTEST:  
SARAH HELLEKSON, City Administrator

APPROVED:  
DWAINE HEINRICH, Mayor