

JAMESTOWN CITY COUNCIL  
REGULAR MEETING, DECEMBER 7, 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, Kamlitz, Steele and Schloegel (at 5:25 p.m.), Assistant City Attorney Geroux, and City Administrator Hellekson.

Council Member Kamlitz moved to approve the minutes of the regular council meeting November 2, 2020; minutes of the special council meeting, November 12, 2020; and minutes of the committee meeting November 19, 2020. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

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

- A. Resolution to extend the Water Department service agreement with Aqua-Pure for a period of one year.
- B. Resolution to approve the City of Jamestown acting as the sponsoring unit of government for the Main Street Façade Improvement Project during the period September 2020 through August 2021.
- C. Resolution to approve the application for Renaissance Zone incentives for up to five years, with 100% state income tax exemption and a 100% five-year property tax exemption for JoAnn Gatewood, 204 Lindwood Drive, pending approval by the State of North Dakota Department of Community Services.
- D. Resolution to approve the 2019 and 2020 abatement applications for 626 2<sup>nd</sup> Ave SW, 58401, Lot 7, Block 65, Klaus Second Addition, for a reduction in the 2019 true and full value from \$188,500 to \$127,000 and a reduction in the 2020 true and full value from \$207,300 to \$127,000.00.
- E. Resolution to approve the request made by Daren Peterka on behalf of the El Zagal Shriners to install a seasonal sign on the City property located at the South Side Fire Station, 521 12<sup>th</sup> Street SW, authorize the City Attorney to draft an agreement, and authorize the City Administrator and Mayor to enter into the agreement on behalf of the City.
- F. Resolution to approve the utility rate adjustments for 2021. (Wastewater rates increased by 5% per the approved 2021 budget and stormwater rates increased per the August 22, 2019 City Council Resolution.)
- G. Resolution to approve the request for a special use permit for the East 7.7' of Lot 3, and all of Lots 1 and 2 and one half of the vacated alley, Block 12, Lowry's Subdivision, within the SE ¼ of Section 2, T139N, R64W, Stutsman County, North Dakota. The property is located at 2806 8th Ave SW.
- H. Resolution to approve beginning the abandoned property process for any items not verified at the Frontier Village as advised and directed by the ND Historical Society.
- I. Resolution to approve changing the trial period for licensed officers in the police department from six months to one year provided that the appointing authority is still authorized to extend the trial period up to an additional six months.
- J. Resolution to approve Change Order No. 3 to Scherbenske, Inc., for the 2020 State Hospital Waterline Replacement Project 20-62, for a net increase in the contract price of \$23,648.00.

- K. Resolution to approve Payment No. 2, to CC Steele, LLC, for construction on Sanitary Sewer Lift Station Improvements 20-31 (Lift Station No. 20), in the amount of \$255,660.00.
- L. Resolution to approve Payment No. 3 (Inv 71169), to AE2S, for I&C Needs Assessments, in the amount of \$4,664.15.
- M. Resolution to approve Payment No. 4, to Scherbenske, Inc., for construction on 2020 State Hospital Water Line District 20-62, in the amount of \$319,045.98.
- N. Resolution to approve Payment No. 4 & Final, to LD Concrete, for construction on 2020 Sidewalk, Curb & Gutter District 20-11, in the amount of \$33,550.87.
- O. Resolution to approve Payment No. 6, to Scherbenske, Inc., for construction on 2020 Water Main Improvement District 20-61 (Approximately 11 Blocks), in the amount of \$73,209.96.
- P. Resolution to approve Payment No. 10 (Inv 08387.06-10), to SRF Consulting Group, Inc., for 2020 Jamestown Planning and Zoning Technical Services, in the amount of \$10,816.14.
- Q. Resolution to approve Payment No. 74 (Inv 71168), to AE2S, for On Call engineering services, in the amount of \$745.75.
- R. Resolution to approve Payment No. 1 (Inv 42393), to Interstate Engineering, Inc., for engineering services on Industrial Pretreatment Program Development, Ordinances and Program Scope, in the amount of \$11,500.00.
- S. Resolution to approve Payment No. 7 (Inv 42389), to Interstate Engineering, Inc., for engineering services on 2020 Water Main Improvement District 20-61 (Approximately 11 Blocks), in the amount of \$3,491.80.
- T. Resolution to approve Payment No. 7 (Inv 42391), to Interstate Engineering, Inc., for engineering services on 2020 Roof Repairs at the Jamestown Civic Center, in the amount of \$1,598.80.
- U. Resolution to approve Payment No. 8 (Inv 42390), to Interstate Engineering, Inc., for engineering services on 2020 State Hospital Water Line District 20-62, in the amount of \$38,786.54.
- V. Resolution to approve Payment No. 9 (Inv 42392), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Facility Valve Replacement, New Phase Energy, Gas Monitoring, in the amount of \$228.00.
- W. Resolution to approve Payment No. 11 (Inv 42387), to Interstate Engineering, Inc., for engineering services on Sanitary Sewer Lift Station Improvements District 20-31 (Main Lift and Lift Station No. 20), in the amount of \$18,922.46.
- X. Resolution to approve Payment No. 13 (Inv 42388), to Interstate Engineering, Inc., for engineering services on 2019-2020 Safe Routes to School District 20-21, in the amount of \$4,025.54.
- Y. Resolution to approve Payment No. 16 (Inv 42386), to Interstate Engineering, Inc., for engineering services on the 2019 Watermain Replacement Project 19-61, in the amount of \$190.90.
- Z. Resolution to approve Payment No. 20 (Inv 42384), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$1,978.24.

- AA. Resolution to approve Payment No. 26 (Inv 42385), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$462.50.
- BB. Resolution to approve Payment No. 34 (Inv 42382), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill Cell 4A Development, in the amount of \$912.00.
- CC. Resolution to approve Payment No. 300 (Inv 42383), to Interstate Engineering, Inc., for Special Services for Compliance to Health Department Permit for Landfill, in the amount of \$185.00.
- DD. Resolution to approve Payment No. 301 (Inv 42394), in the amount of \$19,767.16, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:  
(General), in the amount of \$9,210.00;  
(Streets), in the amount of \$4,200.00;  
(Sewer), in the amount of \$1,710.00;  
(Water), in the amount of \$1,938.00;  
(Solid Waste), in the amount of \$1,127.10;  
(Storm Water), in the amount of \$1,582.06.
- EE. 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.
- FF. Resolution to allow the November indebtedness in the amount of \$4,119,320.54 consisting of \$524,484.90 payroll and \$3,594,835.64 general obligations.

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

Mayor Heinrich will bring the letter in support of the James River Valley Library System's future plans to the January City Council meeting to provide time for him to meet with Joe Rector, Library System Director.

Council Member Schloegel joined the meeting at 5:25 p.m. by telephone.

Council Member Buchanan moved a Resolution to approve the agreement for paying agent services for municipal bonds with Starion and authorizing the City Administrator and Mayor to enter into the agreement on behalf of the City. Seconded by Council Member Schloegel. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

A public hearing was held concerning the request to change zoning of the East 7.7' of Lot 3, and all of Lots 1 and 2 and one half of the vacated alley, Block 12, Lowry's Subdivision, within the SE ¼ of Section 2, T139N, R64W, Stutsman County, North Dakota, from Ag, Urban Residential to C2, Commercial. The property is located at 2806 8th Ave SW. No one appeared to object and no written protests were received. The hearing was closed.

Ordinance No. 1541, introduced by Council Member Schloegel, to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of the East 7.7' of Lot 3, and all of Lots 1 and 2 and one half of the vacated alley, Block 12, Lowry's Subdivision, within the SE ¼ of Section 2, T139N, R64W, Stutsman County, North Dakota, from Ag, Urban Residential to C2, Commercial, had its second reading. The property is located at 2806 8th Ave SW. Seconded by Council Member Steele. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved to appoint Craig Olin to serve as a member of the Jamestown Regional Airport Authority for a five-year term to expire December 2025. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

Council Member Kamlitz moved a Resolution to approve and authorize entering into an agreement with the NDDES for a Public Assistance Subgrant Agreement for FEMA-4509-DR. Seconded by Council Member Steele. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a Resolution to approve the SEPA (Spiritwood Energy Park) request for the \$8,600,000 Bank of North Dakota awarded infrastructure loan through the City at 2% interest over 30 years to develop infrastructure at the Spiritwood Energy Park including access road and utility construction to be reimbursed by the SEPA tenants through the JSDC. Seconded by Council Member Schloegel. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved to adjourn at 5:48 PM. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

ATTEST:  
SARAH HELLEKSON, City Administrator

APPROVED:  
DWAINE HEINRICH, Mayor