

**Police & Fire Committee  
Public Works Committee  
April 22, 2021 Minutes**

Present: Heinrich, Buchanan, Kamlitz, Steele, Schloegel, Geroux and Hellekson, Blackmore, Dillman, Edinger, Hanson, Laber, Lipetzky, Michel, O'Neill, Rowell, and Sveum.

**POLICE & FIRE COMMITTEE**

Chair Buchanan convened the committee at 4:00 p.m.

Kamlitz moved to recommend the City Council approve the purchase of automatic locks at both Fire Stations to be paid from the Public Building Fund. Seconded by Schloegel. Unanimous aye vote. Carried.

Police Chief Edinger stated that next week is ND Severe Summer Weather Awareness Week, so Stutsman County will conduct a tornado exercise beginning around 11:15 a.m. on Wednesday, April 28. Chief Edinger stated that as part of the exercise, the County will test the sirens. Chief Edinger provided an update of arrests and service calls during the recent Running of the Green. Edinger and Heinrich thanked the Sheriff's Office, Highway Patrol and other law enforcement for their efforts during the event.

Buchanan expressed his appreciation for the training and the patience Jamestown police have during incidents as shown if you read *City of Jamestown v. Casarez*, 2021 ND 71 (2021). Assistant City Attorney Geroux commented as requested because she represented the City. Geroux stated that the ND Supreme Court agreed with the lower court and ruled in favor of the City of Jamestown. Geroux stated that DUI procedures and case law are constantly changing which could make it difficult for officers and prosecutors to stay current. Geroux stated that the city has good, conscientious officers.

The meeting adjourned at 4:16 p.m.

**PUBLIC WORKS COMMITTEE**

Chair Steele convened the committee at 4:16 p.m.

Sanitation Foreman O'Neill provided information regarding a possible citywide cleanup versus extending hours at the City Baler Facility. O'Neill stated the departments have too few staff to operate a citywide curbside cleanup. O'Neill stated temporary workers would need to be hired and equipment rented for a curbside, citywide cleanup.

Heinrich stated the University of Jamestown has no concerns about the citywide curbside cleanup.

Steele noted that a citywide cleanup does cost the city and is paid from the Solid Waste Fund.

Kamlitz stated that people are concerned about the hours to drop off at the Baler and asked that it close at 9 p.m.

Schloegel asked what the hours are if the citywide cleanup is not held.

O'Neill responded that if there is no cleanup week, he planned to extend the hours to 8 p.m. during that week, and 7 a.m. to 7 p.m. on that Saturday. O'Neill reminded the committee that the bulk item curbside collection program begins in June.

Steele asked whether staff would be tagging items that cannot be collected.

O'Neill stated that items that can't be collected in the cleanup would be tagged, although most people put out stuff anyway.

Buchanan moved to send to City Council without recommendation for further discussion. Seconded by Kamlitz.

Deputy Auditor Sveum requested a date so staff can begin the hiring process and rent equipment. Sveum said that if a date is chosen, then it needs to be during the first half of the month, completed before the 14th so the Water Department can assist or the event will be short even more staff than they would be already.

Steele said optimal time is May 10 through 14 if college students will be available.

Kamlitz asked whether it could be held in the fall.

Schloegel said it can be good in the fall to allow more time to get rid of stuff.

Edinger said it is a good opportunity in the spring for the police to issue junk notices.

Heinrich said it helps reduce junk which holds water and breeds mosquitoes.

Roll Call vote on the motion showed: 1 aye (Buchanan), 4 nays. Motion failed.

Heinrich moved to recommend the City Council approve holding a citywide cleanup May 10 through 14. Seconded by Steele. Roll Call showed: 3 ayes (Schloegel, Heinrich, Steele), 2 nays (Buchanan, Kamlitz). Carried.

Heinrich moved to recommend the City Council approve the specifications and to authorize the advertisement for bids for the Solid Waste Department dozer to share with the Water Department and as budgeted in the Equipment Replacement Fund. Seconded by Schloegel. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve \$1,427,500 to be assessed to the North Dakota State Hospital Water Line Project District 20-62, as appropriated and as directed by the sixty-fifth legislative assembly before June 30, 2021. Seconded by Buchanan. Unanimous aye vote. Carried.

City Engineer Dillman provided information about the new and old Sanitary Landfill cells.

Heinrich moved to recommend the City Council approve the plans and specifications for Sanitary Landfill Cell 3B Final Cover Construction, CWSRF 380808-08, and to authorize the advertisement for bids. Seconded by Schloegel. Unanimous aye vote. Carried.

City Engineer Dillman provided information on the 12<sup>th</sup> Ave SE improvements from the City's NDDOT STIP list, to be funded through NDDOT, and constructed in 2022. Dillman recommended a request for proposal (RFP) for \$1,400,000 and move forward with the RFP process to select a design consulting engineer through the NDDOT process which will allow those design engineering costs to be covered. Dillman would like to set May 2022 for bid letting for Summer 2022 construction as the NDDOT process is lengthy and the project involves the railroad and a quiet zone.

Heinrich moved to recommend the City Council approve an RFP process to select a design consulting engineer through the NDDOT process for the 12<sup>th</sup> Ave SE improvements for 2022 construction, the local share of 19% or approximately \$260,000 to be paid by the City's COVID relief funds. Seconded by Kamlitz. Unanimous aye vote. Carried.

Geroux provided information about the loader bid opening, in which one of the three bids was not opened. Geroux stated that the City Council will need to determine whether that third bid should be opened. Geroux stated that the City allows the bidder to provide a bid bond, a cashier's check or a dealer's license. Geroux recommended that the bid not be opened because there was no security envelope attached to the bid envelope per the City's instructions, which is also a material defect per the ND Attorney General, and not waivable in her recommendation. Geroux stated that the City should ensure that the bidder is required to enter into the agreement and provide the vehicle and when there is no bid security, there is nothing to otherwise pay the City if the bidder failed to provide the vehicle.

Buchanan moved to open the bid. Motion failed for lack of a second.

Foreman Lipetzky stated that the City budgeted \$58,000 and estimated a cost of \$50,000; RDO Equipment was the low bid at \$49,975. Lipetzky noted that the other bid opened was from Central Sales, Inc. at \$52,600.

Kamlitz moved to recommend the City Council approve the bid award for One (1) New Compact Track Loader, Street Department, to RDO, in the amount of \$49,475. Seconded by Schloegel. Unanimous aye vote. Carried.

City Engineer Dillman provided project updates and noted that the NDDOT began removing lights and relocating the storm sewer inlets for the Road Diet project.

Steele mentioned that some people are not separating their recycling and garbage carts from obstructions, so he urged people to set garbage and recycling carts at least four feet apart and away from any structures, trees, bushes, vehicles, power poles or eaves.

The meeting adjourned at 5:20 p.m.

Sarah Hellekson, City Administrator