

JAMESTOWN CITY COUNCIL
REGULAR MEETING, JULY 6, 2021
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 Kamlitz, Steele and Schloegel, City Attorney Ryan, and City Administrator Hellekson. Absent: Council Member Buchanan.

Council Member Steele moved to approve the minutes of the regular council meeting June 7, 2021; minutes of the committee meetings June 22 and 24, 2021; and minutes of the budget committee meetings June 23, 24 & 30, 2021. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

No bids were received for the sale of an impounded/abandoned vehicle.

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

- A. Resolution to approve the request from JSDC to fund the 2021 Flex PACE program up to \$1 million dollars from Economic Development Funds on an 80% City / 20% County split (up to an additional \$720,000) with the City Share to be up to an additional \$576,000 and paid from the City Sales Tax Fund.
- B. Resolution to approve the request from JSDC to de-obligate funds from the Airport Park Development in the amount of \$424,007.15 (City Share).
- C. Resolution to approve and allow the banners from the Chamber of Commerce Beautification Committee to be placed along Mill Hill.
- D. Resolution to establish the monthly premium rates for the City of Jamestown Employee Group Health Plan for the fiscal year September 1, 2021 to August 31, 2022, as follows:

	<u>City Share</u>	<u>Employee Share</u>	<u>Total Premium</u>
Single Plan	\$713.64	-0-	\$713.64
Single Plus Dependent	\$933.82	\$322.20	\$1,256.02
Family Plan	\$1,152.34	\$703.12	\$1,855.46
- E. Resolution to approve the proposal from Premier Audio for the audio visual upgrades to the City Hall Council Chambers.
- F. Resolution to approve the request from Airborne Custom Spraying, Inc., to enter into a Mosquito Spraying Agreement Assignment.
- G. Resolution to approve Jamestown Tourism's request to place equipment and structures on City property in Frontier Village.
- H. Resolution to renew the current Community Service Agreement for an additional one-year term as allowed in Section 3 of the current 2020 agreement, the additional term expiring December 31, 2022, and authorize the Mayor and City Administrator to sign the amendment to renew the agreement.
- I. Resolution to amend the City Code to integrate the adopted policy to follow the Stutsman County burn ban and authorize the City Attorney's Office to write the amendment.

- J. Resolution to approve the specifications and authorize advertisement for proposals for the City Hall roof project budgeted in the 2021 Public Building Site Fund.
- K. Resolution to waive the effect of the City's sign ordinance for a period of 60 days for the benefit of the Farmers Market.
- L. Resolution to approve Change Order No. 5 – Final Balancing, to Scherbenske Inc. for the State Hospital Water Line Replacement Project, District 20-62, for a decrease in the contract price of \$408.86.
- M. Resolution to approve Change Order No. 1 – Final Balancing, to Naastad Brothers, Inc., on the University of Jamestown Storm Sewer Improvement Project, District 21-71, in the amount of \$10,070.00.
- N. Resolution to approve Payment No. 1, to LD Concrete, for construction on 2021 Sidewalk, Curb & Gutter District 21-11, in the amount of \$23,158.87.
- O. Resolution to approve Payment No. 2, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District 21-41, in the amount of \$151,866.88.
- P. Resolution to approve Payment No. 2, to Basaraba Excavating & Dirtworks LLC, for construction on 2021 Water Main Improvements, District 21-61, in the amount of \$95,434.31.
- Q. Resolution to approve Payment No. 5 (Inv 2170019), 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 8th Ave NW to 8th St S, in the amount of \$7,730.78.
- R. Resolution to approve Payment No. 5 (Inv 08387.07-5), to SRF Consulting Group, Inc., for 2021 Jamestown Planning and Zoning Technical Services, in the amount of \$1,087.37.
- S. Resolution to approve Payment No. 7, to Park Construction Company, for construction on the James River Bank Stabilization Project, Phase 3, in the amount of \$3,372.00.
- T. Resolution to approve Payment No. 80 (Inv 74778), to AE2S, LLC, for On Call engineering services, I&C Wastewater, for a total amount of \$240.00.
- U. Resolution to approve Payment No. 2 (Inv 43980) to Interstate Engineering, Inc., for engineering services on Solid Waste Landfill, SW-213, Cell 3B Final Cover, in the amount of \$3,856.10.
- V. Resolution to approve Payment No. 4 (Inv 43983), to Interstate Engineering, Inc., for engineering services on Sanitary Sewer Lift Station Improvements District 20-31 (Lift Station No. 11 and 1 Design), in the amount of \$1,036.00.
- W. Resolution to approve Payment No. 4 (Inv 43986), to Interstate Engineering, Inc., for engineering services on 2021 Watermain Improvements District 21-61, in the amount of \$24,733.78.
- X. Resolution to approve Payment No. 4 (Inv 43988), to Interstate Engineering, Inc., for engineering services on 2021 University of Jamestown Storm Sewer Improvement District 21-71, in the amount of \$5,150.32.
- Y. Resolution to approve Payment No. 5 (Inv 43989), to Interstate Engineering, Inc., for engineering services on Civic Center Roof Removal and Replacement of NW Quarter, Area A, in the amount of \$2,151.20.

- Z. Resolution to approve Payment No. 6 (Inv 43985), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Plant Facility Issues, in the amount of \$2,728.00.
- AA. Resolution to approve Payment No. 7 (Inv 43987), to Interstate Engineering, Inc., for engineering services on Industrial Pretreatment Program Development, Ordinances and Program Scope, in the amount of \$4,600.00.
- BB. Resolution to approve Payment No. 15 (Inv 43984), to Interstate Engineering, Inc., for engineering services on 2020 State Hospital Water Line District 20-62, in the amount of \$10,171.02.
- CC. Resolution to approve Payment No. 18 (Inv 43982), 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 \$2,536.00.
- DD. Resolution to approve Payment No. 27 (Inv 43981), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$475.50.
- EE. Resolution to approve Payment No. 309 (Inv 43990), in the amount of \$14,349.88, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - (General), in the amount of \$7,980.00;
 - (Streets), in the amount of \$4,743.88;
 - (Sewer), in the amount of \$1,026.00;
 - (Water), in the amount of \$486.00;
 - (Storm Water), in the amount of \$114.00.
- FF. 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.
- GG. Resolution to allow the June indebtedness in the amount of \$2,897,606.29 consisting of \$544,861.10 payroll and \$2,352,745.19 general obligations.

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

Council Member Steele moved a Resolution to send the City's September 7, 2010, procurement policy amendment back to the Finance and Legal Committee. Seconded by Council Member Schloegel. Roll Call No. 2 showed: 4 ayes, 0 nays, 1 absent. Carried.

A public hearing was held concerning the request to vacate a part of 19th Ave NE adjacent to Lots 3, 4 and 5, Block 2, replat of Block 2, Hillcrest Park Addition, to the City of Jamestown, Stutsman County, North Dakota. No one appeared to object and no written protests were received. The hearing was closed.

Mayor Heinrich stated that a waterline easement is marked in the 1966 map before the property was platted and that once platted, the easement became part of the city right-of-way. City Attorney Ryan stated that any language would need to reserve a City easement.

Council Member Kamlitz moved a Resolution to approve the request to vacate a part of 19th Ave NE adjacent to Lots 3, 4 and 5, Block 2, replat of Block 2, Hillcrest Park Addition, to the City of Jamestown, Stutsman County, North Dakota, subject to language acceptable to the City Attorney to reserve a City easement. Seconded by Council Member Steele. Roll Call No. 3 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Kamlitz moved a Resolution to approve Payment No. 6 (Inv 2174631), 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 8th Ave NW to 8th St S, in the amount of \$19,380.62. Seconded by Council Member Schloegel. Roll Call No. 4 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved a Resolution to approve Payment No. 3 & Final (Inv 2174634), to the ND Department of Transportation, for construction completed on 2019-2020 Safe Routes to School, NDDOT Project TAU-2987(042), PCN 22570, in the amount of \$3,427.29. Seconded by Council Member Kamlitz. Roll Call No. 5 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Schloegel moved a Resolution to approve Payment No. 2 & Final, to Naastad Brothers, Inc., for construction on 2021 University of Jamestown Storm Sewer Improvements, District 21-71, in the amount of \$49,411.45. Seconded by Council Member Steele. Roll Call No. 6 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved a Resolution to approve the Preliminary Engineering Reimbursement Agreement with the NDDOT on Highway 20 from 1st Ave N to 12th Ave NE, Mill and Overlay Project No. NHU-2-020(026)000 PCN 23177, NDDOT Contract # 38210824, and authorizing the City Auditor, City Attorney and Mayor to sign the agreement and the NDDOT authorization. Seconded by Council Member Schloegel. Roll Call No. 7 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Kamlitz moved to adjourn at 5:19 PM. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor