

JAMESTOWN CITY COUNCIL
REGULAR MEETING, AUGUST 2, 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 Buchanan, City Attorney Ryan, and City Administrator Hellekson. Absent: Council Member Schloegel.

Council Member Buchanan moved to approve the minutes of the regular council meeting July 6, 2021; minutes of the committee meetings July 20 and 22, 2021; and minutes of the budget committee meetings July 1 and 14, 2021. Seconded by Council Member Steele. Unanimous aye vote. Carried.

City Attorney Ryan stated that four bids were received for the City Hall Roof Replacement; two were opened and two were not opened due to irregularities.

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

- A. Resolution to re-affirm pledges of deposit as follows: Unison Bank - \$14,884,118.70; Wells Fargo Bank - \$9,464,227.89; Dacotah Bank - \$22,217,028.49.
- B. Resolution to approve the development of a franchise agreement with Midcontinent Communications for a proposed non-exclusive franchise in the city for the right to construct, maintain, and operate within and upon, in and under, the streets, alleys, and public grounds of the city, a telecommunication system for public and private use in the city, and authorize the City Attorney to draft the agreement.
- C. Resolution to approve the request for authorization for Jamestown Tourism to apply to BNSF on behalf of the City of Jamestown for the Frontier Village Train Parkette project.
- D. Resolution to approve Change Order No. 1, to CC Steel, LLC, on Sanitary Sewer Lift Station Improvements District 20-31 (Lift Station 11 & 1 Design), for a \$2,497.50 increase in the contract price.
- E. Resolution to approve Change Order No. 3, to CC Steel, LLC, on Sanitary Sewer Lift Station Improvements District 20-31 (Lift Station 20), for a \$5,816.00 decrease in the contract price.
- F. Resolution to approve Payment No. 2, to A & R Roofing Co., Inc., for construction on Civic Center Roof Removal & Replacement, Area A, in the amount of \$46,755.00.
- G. Resolution to approve Payment No. 3, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District 21-41, in the amount of \$406,965.56.
- H. Resolution to approve Payment No. 3, to Basaraba Excavating & Dirtworks LLC, for construction on 2021 Water Main Improvements, District 21-61, in the amount of \$306,164.93.
- I. Resolution to approve Payment No. 6 (Inv 08387.07-6), to SRF Consulting Group, Inc., for 2021 Jamestown Planning and Zoning Technical Services, in the amount of \$1,034.94.
- J. Resolution to approve Payment No. 81 (Inv 75360), to AE2S, LLC, for On Call engineering services, I&C Water(565.00) and Wastewater (280.00), for a total amount of \$845.00.

- K. Resolution to approve Payment No. 3 (Inv 44289), to Interstate Engineering, Inc., for engineering services on Solid Waste Landfill, SW-213, Cell 3B Final Cover, in the amount of \$34,464.28.
- L. Resolution to approve Payment No. 5 (Inv 44292), 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 \$4,482.00.
- M. Resolution to approve Payment No. 5 (Inv 44295), to Interstate Engineering, Inc., for engineering services on 2021 Watermain Improvements District 21-61, in the amount of \$27,583.02.
- N. Resolution to approve Payment No. 5 (Inv 44296), to Interstate Engineering, Inc., for engineering services on 2021 University of Jamestown Storm Sewer Improvement District 21-71, in the amount of \$2,703.98.
- O. Resolution to approve Payment No. 6 (Inv 44297), to Interstate Engineering, Inc., for engineering services on Civic Center Roof Removal and Replacement of NW Quarter, Area A, in the amount of \$258.32.
- P. Resolution to approve Payment No. 7 (Inv 44294), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Plant Facility Issues, in the amount of \$460.00.
- Q. Resolution to approve Payment No. 16 (Inv 44293), to Interstate Engineering, Inc., for engineering services on 2020 State Hospital Water Line District 20-62, in the amount of \$3,909.70.
- R. Resolution to approve Payment No. 19 (Inv 44291), to Interstate Engineering, Inc., for engineering services on Sanitary Sewer Lift Station Improvements District 20-31 (Lift Station No. 20), in the amount of \$1,536.00.
- S. Resolution to approve Payment No. 28 (Inv 44290), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$980.70.
- T. Resolution to approve Payment No. 310 (Inv 44298), in the amount of \$10,418.14, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - (General), in the amount of \$5,130.00;
 - (Streets), in the amount of \$2,596.60;
 - (Sewer), in the amount of \$1,028.90;
 - (Water), in the amount of \$978.64;
 - (Solid Waste), in the amount of \$684.00.
- U. 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.
- V. Resolution to allow the July indebtedness in the amount of \$3,077,201.20 consisting of \$540,003.96 payroll and \$2,537,197.24 general obligations.
- W. To consider approving Payment No. 7 (Inv 2183729), 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 \$78,348.30.

X. To consider approving Payment No. 1, to Baranko Bros, Inc., for construction on Solid Waste Landfill, SW-213, Cell 3B Final Cover, in the amount of \$196,175.78.

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

Mayor Heinrich referenced the amendment to the City of Jamestown Purchasing and Procurement Policy and stated that quotes for amounts \$40,000 and above, after quotes are obtained, should be approved by City Council and amended, with the language “and City Council approval” after “for amounts of \$40,000.01 to \$100,000.00 obtain three or more written quotes upon City Administrator, Auditor or Deputy Auditor approval.”

Council Member Buchanan moved a Resolution to amend as described the revised City of Jamestown Purchasing and Procurement Policy which was first approved by a City Council Resolution on September 7, 2010; to approve the policy as amended; and to authorize the City Attorney to draft an amendment to the Jamestown City Code. Seconded by Council Member Steele. Roll Call No. 2 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved to introduce an ordinance pertaining to the appropriation of the General and Special Funds for the fiscal year January 1, 2022, through December 31, 2022.

Mayor Heinrich moved to introduce an ordinance pertaining to the appropriation of the Revenue and Special Funds for the fiscal year January 1, 2022, through December 31, 2022.

Council Member Kamlitz moved to appoint David Hillerud to serve as a member of the Planning Commission for a five year term to expire August 2026. Seconded by Council Member Steele. Unanimous aye vote. Carried.

City Attorney Ryan and Building Inspector Blackmore provided information about the City Hall Roof Replacement project and bids received.

Council Member Kamlitz moved a Resolution to award the bid for the Jamestown City Hall Roof Replacement to Brandt Contracting, Inc., in the amount of \$148,969.00. Seconded by Council Member Steele. Roll Call No. 3 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Kamlitz moved a Resoluton to approve the City of Jamestown receiving federal grant funds for infrastructure projects and other uses as listed in the application and authorize the City Administrator, Mayor and City Attorney to sign the necessary documents. Seconded by Council Member Steele. Roll Call No. 4 showed: 4 ayes, 0 nays, 1 absent. Carried.

Council Member Kamlitz moved to adjourn at 5:21 PM. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor