

**COMBINED  
Finance & Legal Committee  
Building, Planning & Zoning Committee  
Civic Center & Promotion Committee  
Pension Committee  
Police & Fire Committee  
Public Works Committee  
October 19, 2021, Minutes**

Present: Heinrich (entered during Public Works Committee), Buchanan, Kamlitz, Steele and Schloegel, Geroux, Ahmad, Blackmore, Dillman, Edinger, Liebig, Michel, O'Neill, Rowell and Sveum.

**PENSION COMMITTEE**

Buchanan provided the information that the Committee recommended the City Council approve changes, as amended, to the City of Jamestown Employee Leave Policy. The Committee directed staff to track use of leave by type during 2022 and provide an update to the Pension Committee.

**CIVIC CENTER AND PROMOTION COMMITTEE**

No items.

**POLICE & FIRE COMMITTEE**

No items.

**BUILDING, PLANNING & ZONING COMMITTEE**

Chair Kamlitz convened the meeting at 4:20 p.m.

Buchanan moved to recommend introducing the first reading of an ordinance to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of Lubeck's Addition, Lots 5, 6, 10 & 11, City of Jamestown, Stutsman County, North Dakota from C-1 (Local Commercial District) to C-2 (General Commercial District). The property is located at 1512 Business Loop East (Unit A & B) and 1602 Business Loop East. Seconded by Schloegel. Unanimous aye vote. Carried.

Chair Kamlitz adjourned the meeting at 4:24 p.m.

**PUBLIC WORKS COMMITTEE**

Chair Steele convened the meeting at 4:24 p.m.

Buchanan moved to recommend approving a Resolution pertaining to Watermain Replacement District #22-61 (approximately 16 Blocks located in the SW and SE parts of the city) and set up and establish the district. Seconded by Schloegel. Ben Aaseth, Interstate Engineering, Inc., provided information regarding the poor looping, upsizing necessary for water flow and fire protection. Steele stated that members are seeking a better solution to financing projects which will be discussed at a later date. Unanimous aye vote. Carried.

Ben Aaseth, Interstate Engineering, Inc., provided information on the 2022 Watermain Improvement Project District #22-61.

[Heinrich entered meeting.]

Buchanan moved to recommend entering into an Engineering Agreement with Interstate Engineering, Inc., for Wastewater Treatment Facility Improvements. Seconded by Schloegel. Darrell Hournbuckle, Interstate Engineering, Inc., provided information about the industrial treatment part which is maximized, and the lagoons which treat waste from the city, which is straining to keep up to task. Unanimous aye vote. Carried.

City Engineer Dillman provided project updates.

City Administrator Hellekson noted that the recycling contractor, Recycle ND, provided a revenue rebate for the first time in the history of the contract, which bodes well for the community's recycling efforts, and for the company.

Sanitation Foreman O'Neill provided a garbage collection update.

Chair Steele adjourned the meeting at 4:42 p.m.

### **FINANCE & LEGAL COMMITTEE**

Chair Heinrich convened the meeting at 4:42 p.m.

Steele moved to recommend approval of the request from JSDC Economic Development Funds for Jamestown Tourism Grant, in the amount of \$75,000, with the City Share to be \$60,000, paid from the City Sales Tax Fund. Seconded by Schloegel. Unanimous aye vote. Carried.

Buchanan moved to recommend approval of the request from JSDC to approve the revised Jamestown/Stutsman Development Corporation Policies Manual. Seconded by Kamlitz. Corry Shevlin, JSDC, provided information. Unanimous aye vote. Carried.

Steele moved to approve the job description for the position of City Planner / GIS Coordinator at Range 67 (\$5,388 - \$7,767). Seconded by Schloegel. Deputy Auditor/HR Officer Sveum provided information. Unanimous aye vote. Carried.

Heinrich requested that the Committee forward the fees and rates, without recommendations, to provide time to consider alternatives. City Administrator Hellekson stated that staff requires time to create the notices of increase, make any changes, not all of which may be increases, and that the January 2022 utility bills are printed in December 2021.

Schloegel moved to forward to the City Council, without recommendation, the adjustments to license and permit fees effective in 2022. Seconded by Kamlitz. Unanimous aye vote. Carried.

Steele moved to forward to the City Council, without recommendation, the adjustments to utility rates effective in 2022. Seconded by Schloegel. Unanimous aye vote. Carried.

Buchanan moved to recommend approval of the request from Knights of Columbus 1883, for a site authorization to conduct gaming at the Jamestown Civic Center, on February 19, 2022. Seconded by Kamlitz. Unanimous aye vote. Carried.

The appointment applications for the Fire Code Board of Appeals will be considered at the November 1, 2021, City Council meeting.

Chair Heinrich adjourned the meeting at 4:58 p.m.

Sarah Hellekson, City Administrator