

JAMESTOWN CITY COUNCIL AGENDA
REGULAR MEETING, JANUARY 3, 2022, 5:00 P.M.
COUNCIL ROOM, CITY HALL
JAMESTOWN, ND 58401

Due to ongoing public health concerns related to the COVID-19 pandemic, the City of Jamestown encourages citizens to participate remotely in public meetings. Public meeting agenda and minutes can be found at www.JamestownND.gov or contact us at info@JamestownND.gov or 701-252-5900.

Access the meeting remotely through Microsoft Teams. The link and phone will be available at 4:45 PM. The meeting begins at 5:00 PM. Please remember to mute your computer or phone. We do not automatically mute participants.

Join on your computer or mobile app: [Click here to join the meeting](#). Contact Info@JamestownND.gov for the video link at least two hours prior to the meeting.

Or Phone 701-566-9575, Conference ID: 682 098 194 #

The City Council chambers is open to the public during public meetings. Masks are recommended in City Hall, but not required.

Before entering City Hall, all individuals should self-screen for COVID-19 symptoms or potential exposure. If unable to pass the screening protocol, individuals are expected to participate remotely for everyone's safety. Thank you.

NOTE: Some City staff and one or more elected officials may attend this meeting remotely.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE:

A. Roll Call:

2. PUBLIC HEARING:

A. HEARING FROM THE AUDIENCE: (Individuals may address the City Council about any item not contained on the agenda. A maximum of 15 minutes is allotted for the hearing. If the full 15 minutes are not needed, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the hearing, with the exception of referral to staff or Committee.)

3. APPROVAL OF MINUTES:

- A. Minutes of the regular City Council meeting, December 6, 2021
- B. Minutes of the Special City Council meeting, December 22, 2021
- C. Minutes of the committee meeting, December 16, 2021

Moved by CM _____. Seconded by CM _____.

4. BIDS:

A. Opening bids for the sale of impounded/abandoned vehicles.

5. CONSENT AGENDA ITEMS:

To provide more time to discuss controversial or disputed issues, the Council will consider the items on the consent agenda together at the beginning of the public meeting. These items are considered to be routine and will be enacted by one motion. If a member of the City Council or public requests to be heard on one of these items, the Council will remove the item from the consent agenda and consider that item individually.

- A. Resolution to re-affirm pledges of deposit as follows: Unison Bank - \$14,798,123.45; Wells Fargo Bank - \$9,470,911.90; Dacotah Bank - \$22,254,307.69.
- B. Resolution to approve the tree shredding agreement with Hanson Auto Crushing & Trucking, Inc., expiring December 31, 2025, to shred trees and yard waste debris at the landfill and transfer station at least once annually at a rate of \$30 per ton.
- C. Resolution to authorize the advertising for bids for the purchase of One (1) New Single Axle Truck with Single-Arm Automated Packer or Equivalent, Sanitation Department.
- D. Resolution to approve the proposed agreement with LKA Engineers, Inc., to develop Fire Station Generator Project plans and specifications to be distributed to bidders under the NDDDES grant project, for full electrical engineering services including furnishing and installation of the engine-generator and service entrance rated automatic transfer switch, reviewing shop drawing submittals, and conducting site visits as necessary for quality control and final inspection, but does not include bid process administration fees, for a total fixed fee of \$7,800, as part of the FEMA mitigation grant project.
- E. Resolution to approve the plans and specifications and authorizing the advertisement of bids for the Water Treatment Plant Ceilings, Lighting, and Mechanical Upgrades Project.
- F. Resolution to approve the following pertaining to the 2022 Seal Coat, Patching, Construction and Reconstruction District No. 22-41:
 - 1. To create the district.
 - 2. To direct the preparation of a preliminary engineering report concerning the district.
 - 3. To approve the preliminary engineering report on the district.
 - 4. To declare it necessary to construct the district and direct the City Administrator to publish notice of a public hearing concerning the district.
- G. Resolution to approve the Minor Subdivision, Preliminary/Final Plat of Christensen Addition, Replat of Lot 9, Block 1 of Prairie Park Addition Within NW ¼ Section 35, T140N, R64W, City of Jamestown, North Dakota. The property is located at 1516 10th St SW.
- H. Resolution to approve an antenna license agreement at the request of the American Family Association, Inc., for the right to install, operate and maintain an antenna and related facilities without interference with city's infrastructure, or maintenance and repair requirements, which current agreement expires December 31, 2021, and direct the City Attorney to draft an agreement.
- I. Resolution to approve an updated agreement between the City of Jamestown and Aqua-Pure, beginning January 1, 2022, and ending December 31, 2022, with the option to extend annually.
- J. Resolution to approve and accept the proposal from SRF Consulting for Planning and Zoning Technical Services for 2022 in an amount not to exceed \$20,000.

5. CONSENT AGENDA ITEMS – Continued:

- K. Resolution to approve Payment No. 2, to Naastad Brothers, Inc., for construction on Emergency 18” Water Main Replacement District 21-62, in the amount of \$146,157.50.
- L. Resolution to approve Payment No. 5 & Final, to LD Concrete, for construction on 2021 Sidewalk, Curb & Gutter District 21-11, in the amount of \$3,199.06.
- M. Resolution to approve Payment No. 10 (Inv 2219539), 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 \$4,415.97.
- N. Resolution to approve Payment No. 11 (Inv 08387.07-11), to SRF Consulting Group, Inc., for 2021 Jamestown Planning and Zoning Technical Services, in the amount of \$1,885.23.
- O. Resolution to approve Payment No. 85 (Inv 77854), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$3,716.00.
- P. Resolution to approve Payment No. 1 (Inv 45771), to Interstate Engineering, Inc., for engineering services on Water Treatment Building Ceiling Removal and Replacement, in the amount of \$2,310.00.
- Q. Resolution to approve Payment No. 1 (Inv 45767), to Interstate Engineering, Inc., for engineering services on Civic Center Roof Removal and Replacement, Area B & D, in the amount of \$1,120.00.
- R. Resolution to approve Payment No. 4 (Inv 45772), to Interstate Engineering, Inc., for engineering services on Emergency Water Line Improvements District 21-62, Crosstown Supply Line River Crossing and 4th Ave SW/13th St SW to 15th St SW, in the amount of \$3,105.00.
- S. Resolution to approve Payment No. 10 (Inv 45763), to Interstate Engineering, Inc., for engineering services on Sanitary Sewer Lift Station Improvements District 20-32 (Lift Station No. 11 and 1 Design), in the amount of \$2,033.00.
- T. Resolution to approve Payment No. 10 (Inv 45766), to Interstate Engineering, Inc., for engineering services on 2021 Watermain Improvements District 21-61, in the amount of \$4,370.08.
- U. Resolution to approve Payment No. 11 (Inv 45765), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Plant Facility Issues, in the amount of \$345.00.
- V. Resolution to approve Payment No. 30 (Inv 45762), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$515.00.
- W. Resolution to approve Payment No. 32 (Inv 45764), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$484.00.
- X. Resolution to approve Payment No. 315 (Inv 45769), in the amount of \$13,405.84, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - (General), in the amount of \$6,856.90;
 - (Streets), in the amount of \$2,668.94;
 - (Sewer), in the amount of \$540.00;
 - (Water), in the amount of \$2,200.00;
 - (Solid Waste), in the amount of \$342.00;
 - (Storm Water), in the amount of \$798.00.

5. CONSENT AGENDA ITEMS – Continued:

Y. 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.

Z. Resolution on the Budget.

TO APPROVE CONSENT AGENDA ITEMS AS PRINTED.

Moved by CM _____. Seconded by CM _____. Consent Roll Call No. __: __ ayes, __ nays, __ absent.

REGULAR AGENDA

6. RESOLUTIONS:

A. To approve a Resolution designating a local North Dakota Cares steering committee for the Jamestown community per the October 2018 City Council resolution, to help improve understanding of the needs and services for military service members, veterans, and their families.

Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

7. COMMITTEE REPORTS:

A. To award the bid for the sale of an impounded/abandoned vehicles to _____, in the amount of \$_____. Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

8. ORDINANCES:

A. **PUBLIC HEARING:** Concerning an ordinance for the franchise agreement for a proposed non-exclusive franchise in the city with **Midcontinent Communications**.

B. **SECOND READING:** Ordinance No. 1552, introduced by Council Member Buchanan, for the franchise agreement for a proposed non-exclusive franchise in the city with **Midcontinent Communications** 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. Seconded by CM_____. Roll Call No. ___ showed: __ ayes, __ nays, __ absent.

C. **SECOND READING:** Ordinance No. 1553, introduced by Council Member Schloegel, for the franchise agreement for a proposed non-exclusive franchise in the city with **Daktel Communications** 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. Seconded by CM_____. Roll Call No. ___ showed: __ ayes, __ nays, __ absent.

D. **SECOND READING:** Ordinance No. 1554, introduced by Council Member Steele, for the franchise agreement for a proposed non-exclusive franchise in the city with **Cable Services Inc.** 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. Seconded by CM_____. Roll Call No. ___ showed: __ ayes, __ nays, __ absent.

8. ORDINANCES – Continued:

- E. **PUBLIC HEARING:** Concerning an ordinance to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of the South One-Half (S ½) of the Southwest Quarter of the Southwest Quarter of Section 12, Township 139 North, Range 64 West of the Fifth P.M., except that portion thereof presently existing as highway right of way, City of Jamestown, Stutsman County, North Dakota from C-2 & Ag (General Commercial District & Agricultural District) to M-1 (Limited Industrial and Manufacturing District). The property is located at 3790 Hwy 281 SE.
- F. **SECOND READING:** Ordinance No. 1555, introduced by Council Member Steele, to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of the South One-Half (S ½) of the Southwest Quarter of the Southwest Quarter of Section 12, Township 139 North, Range 64 West of the Fifth P.M., except that portion thereof presently existing as highway right of way, City of Jamestown, Stutsman County, North Dakota from C-2 & Ag (General Commercial District & Agricultural District) to M-1 (Limited Industrial and Manufacturing District). The property is located at 3790 Hwy 281 SE. Seconded by CM _____. Roll Call No. ____ showed: __ ayes, __ nays, __ absent.
- G. **PUBLIC HEARING:** Concerning an ordinance to repeal the current Appendix C and to enact the reformatted Appendix C of the City Code of the City of Jamestown, North Dakota, pertaining to Zoning Regulations.
- H. **SECOND READING:** Ordinance No. 1556, introduced by Council Member Kamnitz, to repeal the current Appendix C and to enact the reformatted Appendix C of the City Code of the City of Jamestown, North Dakota, pertaining to Zoning Regulations. Seconded by CM _____. Roll Call No. ____ showed: __ ayes, __ nays, __ absent.

9. APPOINTMENTS:

- A. To appoint _____ to serve as a member of the Jamestown Regional Airport Authority for a five year term to expire December 2026. Moved by CM _____. Seconded by CM _____.
- B. To appoint _____, _____ and _____ to serve as members of the Board of Adjustment for a three year term to expire January 2025. Moved by CM _____. Seconded by CM _____.
- C. To appoint _____ to server as a member of the Civil Service Commission for a five year term to expire January 2027. Moved by CM _____. Seconded by CM _____.

10. MAYOR AND COUNCIL MEMBER'S REPORT:

11. OTHER BUSINESS:

- A. To consider approving the Preliminary Engineering Reimbursement Agreement with the NDDOT on Highway 52 from 4th Ave SW to 18th St SW, Project No. NHU-2-052(049)266, PCN 23350, Contract No. 38211466, and authorizing the City Auditor, City Attorney and Mayor to sign the agreement and the NDDOT authorization.
Moved by CM ____. Seconded by CM _____. Roll Call No. ____: __ ayes, __ nays, __ absent.

12. ADJOURNMENT: Moved by CM _____. Seconded by CM _____.