

JAMESTOWN CITY COUNCIL
REGULAR MEETING, NOVEMBER 1, 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, Buchanan and Schloegel, City Attorney Ryan, and City Administrator Hellekson.

Council Member Steele moved to approve the minutes of the regular council meeting October 4, 2021; minutes of the special council meeting, October 19, 2021; minutes of the committee meeting, September 29, 2021; minutes of the committee meeting October 19, 2021. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

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

- A. To approve 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.
- B. Resolution to approve entering into an Engineering Agreement with Interstate Engineering, Inc., for Wastewater Treatment Facility Improvements.
- C. Resolution to approve 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.
- D. Resolution to approve the request from JSDC to approve the revised Jamestown/Stutsman Development Corporation Policies Manual.
- E. Resolution to approve the request from Knights of Columbus 1883, for a site authorization to conduct gaming at the Jamestown Civic Center, on February 19, 2022.
- F. Resolution to approve Payment No. 1, to Naastad Brothers, Inc., for construction on Emergency 18" Water Line Improvements District 21-62, in the amount of \$354,397.50.
- G. Resolution to approve Payment No. 3 & Final, to Brandt Contracting, Inc., for construction on 2021 City Hall Roof Replacement, in the amount of \$28,676.53.
- H. Resolution to approve Payment No. 3, to LD Concrete, for construction on 2021 Sidewalk, Curb & Gutter District 21-11, in the amount of \$7,196.77.
- I. Resolution to approve Payment No. 5 & Final, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District 21-41, in the amount of \$101,240.45.
- J. Resolution to approve Payment No. 6, to Basaraba Excavating & Dirtworks LLC, for construction on 2021 Water Main Improvements, District 21-61, in the amount of \$331,043.38.
- K. Resolution to approve Payment No. 9 (Inv 08387.07-9), to SRF Consulting Group, Inc., for 2021 Jamestown Planning and Zoning Technical Services, in the amount of \$6,682.27.
- L. Resolution to approve Payment No. 83 (Inv 76891), to AE2S, LLC, for On Call engineering services, I&C Water (2,299.65) and Wastewater (230.25), for a total amount of \$2,529.90.

- M. Resolution to approve Payment No. 2 (Inv 45039), to Interstate Engineering, Inc., for engineering services on Location and/or Pin South Line of Block 1, Strutz Addition, in the amount of \$490.00.
- N. Resolution to approve Payment No. 2 (Inv 45147), 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 \$15,081.12.
- O. Resolution to approve Payment No. 2 & Final (Inv 45149), to Interstate Engineering, Inc., for engineering services on Window Removal & Replacement – Water Treatment Building, in the amount of \$264.00.
- P. Resolution to approve Payment No. 6 (Inv 45141), to Interstate Engineering, Inc., for engineering services on Solid Waste Landfill, SW-213, Cell 3B Final Cover, in the amount of \$3,101.50.
- Q. Resolution to approve Payment No. 8 & Final (Inv 45146), to Interstate Engineering, Inc., for engineering services on Civic Center Roof Removal and Replacement of NW Quarter, Area A, in the amount of \$1,162.32.
- R. Resolution to approve Payment No. 8 (Inv 45142), 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 \$2,882.14.
- S. Resolution to approve Payment No. 8 (Inv 45144), to Interstate Engineering, Inc., for engineering services on 2021 Watermain Improvements District 21-61, in the amount of \$24,929.22.
- T. Resolution to approve Payment No. 9 (Inv 45145), to Interstate Engineering, Inc., for engineering services on Industrial Pretreatment Program Development, Ordinances and Program Scope, in the amount of \$2,300.00.
- U. Resolution to approve Payment No. 10 (Inv 45143), to Interstate Engineering, Inc., for engineering services on Wastewater Treatment Plant Facility Issues, in the amount of \$1,265.00.
- V. Resolution to approve Payment No. 313 (Inv 45148), in the amount of \$17,508.86, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - (General), in the amount of \$7,752.00;
 - (Streets), in the amount of \$4,626.86;
 - (Sewer), in the amount of \$1,254.00;
 - (Water), in the amount of \$3,471.00;
 - (Storm Water), in the amount of \$405.00.
- W. 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.
- X. Resolution to allow the October indebtedness in the amount of \$3,143,041.17 consisting of \$537,092.40 payroll and 2,605,948.77 general obligations.

Seconded by Council Member Steele. Consent Roll Call No. 1 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a Resolution to approve changes, as amended, to the City of Jamestown Employee Leave Policy and to track use of leave by type during 2022 and provide an update to the Pension Committee. Council Member Buchanan provided information from the Pension Committee. Deputy Auditor/Human Resource Officer Jay Sveum provided information. Seconded by Council Member Schloegel. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve the adjustments to license and permit fees effective January 1, 2022. Seconded by Council Member Kamlitz. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved a Resolution to approve the adjustments to utility rates as discussed, effective January 1, 2022. Seconded by Council Member Kamlitz. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved to introduce 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. Zoning Administrator Blackmore provided information.

Council Member Kamlitz moved to appoint James Weight and Blaine P. Stockert to serve as members of the Fire Code Board of Appeals for three year terms to expire November 2024. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Kamlitz moved to approve the request from Jamestown Drag Racing Association for a Letter of Support. Seconded by Council Member Schloegel. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved a Resolution to approve entering into a lease agreement as presented with S & R Truck Plaza, LLC, and direct the City Attorney to negotiate with Vining Oil. Seconded by Council Member Steele. Mayor Heinrich provided information about how the agreement was developed and answered questions. Council Member Buchanan expressed concerns regarding the process of this topic after the previous similar request was denied by the City Council. Zoning Administrator Blackmore provided information. Roll Call No. 6 showed: 4 ayes, 1 nay(Buchanan), 0 absent. Carried.

Council Member Schloegel moved a Resolution to approve entering into an agreement with CPS, Ltd., to provide the 2021 Annual Municipal Solid Waste Landfill Groundwater Monitoring Report and additional consultation regarding the City's Groundwater Monitoring Plan. Seconded by Council Member Kamlitz. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve and authorize the issuance and sale of \$1,991,000 Water Treatment Assessment Warrant, Series 2021C (City Project 21-61). Seconded by Council Member Schloegel. Mayor Heinrich stated that the documents will be corrected to reflect the correct city project number which is 21-61. Roll Call No. 8 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved to adjourn at 6:09 PM. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor