

REVISED

**Police & Fire Committee
Public Works Committee
March 24, 2022, Minutes**

Present: Buchanan, Heinrich, Kamlitz, Steele, Schloegel, Geroux, and Hellekson, Dillman, Edinger, Laber, Lipetzky, Michel, O'Neill, Olson, Reuther, Sveum and Veil.

POLICE & FIRE COMMITTEE

Chair Buchanan convened the meeting at 4:00 p.m.

Steele moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Section 5-6 pertaining to persons under twenty-one years of age prohibited from using alcoholic beverages or entering licensed premises; penalty. Seconded by Schloegel. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the plans and specifications and advertise for bids for the Generator for the Main Fire Station. Seconded by Heinrich. City Engineer Dillman explained that Daniel Schwartz wrote the grant in May 2021; bids will be opened May 2 in time for the City Council meeting. Dillman stated that the City planned to use ARPA funds for the local share of \$27,000 on the \$100,000 project. Unanimous aye vote. Carried.

The following ordinances are scheduled for second readings at the April 4, 2022, City Council meeting:

1. Ordinance No. 1557, introduced by Council Member Steele, to enact Section 22-54 of the City Code relating to the possession of marijuana and marijuana paraphernalia.
2. Ordinance No. 1558, introduced by Council Member Schloegel, to amend and re-enact Section 1-9 pertaining to general penalties.
3. Ordinance No. 1559, introduced by Council Member Kamlitz, to amend and re-enact Section 21-02-10 pertaining to fines for committing certain traffic offenses.
4. Ordinance No. 1560, introduced by Council Member Kamlitz, to amend and re-enact Sections 22-17, 22-17.1 and 22-17.2 pertaining to sale of tobacco products.

Police Chief Edinger and Fire Chief Reuther reported on the *Runnin' O the Green* event, which was fairly quiet as the establishments involved do well planning for the event and working with the police and fire departments. Chief Edinger stated that next year the City won't need to hold court that day. Chief Reuther stated that staff begins working event-related inspections the month prior by inspecting all motels and hotels, allowing them to correct deficiencies, inspecting establishments, and discussing occupancy ratings.

Chair Buchanan adjourned the meeting at 4:15 p.m.

PUBLIC WORKS COMMITTEE

Chair Steele convened the meeting at 4:15 p.m.

Todd Langston and Jeremy Rham, Ottertail Power Company, presented information regarding transmission line improvements within the city limits. City Engineer Dillman requested approval from the committee prior to signing the approval as per the franchise agreement. Dillman stated that he did review and feels Ottertail Power has looked at their options and is OK with the plan as presented. Buchanan moved to approve the City Engineer to sign the approval

as per the franchise and work with Ottertail Power Company on the project as described today. Seconded by Kamlitz. Unanimous aye vote. Carried.

Heinrich moved to forward to the City Council, without recommendation, an agreement with Pictometry International Corp. for the content, services, and software licenses related to orthomosaic and oblique imagery. Seconded by Schloegel. City Assessor Veil presented information about the software necessary to begin building the GIS program. Veil stated that this must be done in the spring prior to foliage and that most departments will be utilizing the web-based program that provides clear current photos of items such as hydrants, manholes, spot verification (building size certification) and has the ability to detect changes. Veil stated that it will include the extra-territorial zone and cost \$8,400 per year for three years **with an additional \$6,100 in the first year.** The Committee asked that the Pictometry representative provide a five-minute presentation at the April Council meeting. Unanimous aye vote. Carried.

City Administrator Hellekson stated that the 2020/2021 vehicle quote for the Sewer Department vehicle is an estimated \$16,000 higher and the City is not guaranteed a vehicle due to manufacturers limiting fleet sales. Engineer Technician II Michel stated that the new crane will be installed on the current truck for an additional cost to allow them to safely lower people into lifts. City Administrator Hellekson stated that increased prices for vehicles, and lack of vehicles are expected to continue and make replacing leased vehicles especially difficult.

City Engineer Dillman provided an update on the water meter replacement program and asked the Committee for approval to begin working with Water Department staff now. Dillman stated that the goal would be to finish replacing all the water meters in the city by fall 2023. The City's water meter reading equipment can no longer be replaced. Dillman stated that the CMAR process would allow the right meter installation in Jamestown. Dillman stated that the cities he contacted all stated they'd wished they'd replaced the water meters years ago. Steele said the City needs to move ahead on this project. Heinrich and Kamlitz agreed. Steele told Dillman to go ahead, form the subcommittees and begin.

The bid opening for **Seal Coat, Patching, Construction and Reconstruction District 22-41** will be held on March 31, 2022. The bid award for Seal Coat, Patching, Construction and Reconstruction District 22-41 is scheduled on the April 4, 2022 City Council agenda.

The bid opening for **2022 Sidewalk, Curb and Gutter District 22-11** will be held on March 31, 2022. The bid award for 2022 Sidewalk, Curb and Gutter District 22-11 is scheduled on the April 4, 2022 City Council agenda.

The bid opening for the **Suspended Ceiling Removal & Replacement, Jamestown Water Treatment Plant Project** will be held on March 31, 2022. The bid award for the Suspended Ceiling Removal & Replacement, Jamestown Water Treatment Plant Project is scheduled on the April 4, 2022 City Council agenda.

City Engineer Dillman provided project updates.

Ralph Friebe, Recycle North Dakota, provided an update and said it is safer and easier to collect in the street than in the alleys. Sanitation Foreman O'Neill had no update.

Chair Steele adjourned the meeting at 5:19 p.m.

FINANCE & LEGAL COMMITTEE

Chair Heinrich convened the meeting at 5:19 p.m.

Heinrich explained that RDO was the low bidder for the landfill dozer last year, except their bank's lease papers are different than what was bid. Assistant City Attorney Geroux and RDO wrote an addendum to the original lease that reads RDO will support the City in any discrepancies that appear between the bank lease and the original documents. Assistant City Attorney Geroux provided information. Kamlitz moved to recommend approval for the first addendum to lease agreement with RDO and authorize the mayor to sign, and recommend approval to enter into the original municipal lease and purchase agreement with Bravera Bank and authorize the mayor to sign. Seconded by Steele. Unanimous aye vote. Carried.

Chair Heinrich adjourned the meeting at 5:24 p.m.

Sarah Hellekson, City Administrator