

JAMESTOWN CITY COUNCIL
REGULAR MEETING, APRIL 4, 2022
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, Assistant City Attorney Geroux, and City Administrator Hellekson.

Council Member Buchanan moved to approve the minutes of the regular council meeting March 7, 2022 and the committee meetings March 22 and 24, 2022. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

No bids were received for the sale of abandoned/impounded vehicles.

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

- A. Resolution to approve the request from Oviatt LLC DBA Corner Bar for a Taxicab license for the period ending December 31, 2022.
- B. Resolution to approve the request from the JSDC for reimbursement for 2021 JSDC Real Estate & Special Assessment costs from Economic Development Funds, in the amount \$1,431.05, with the City Share to be \$1,172.28 and paid from the City Sales Tax Fund.
- C. Resolution to approve the request from the JSDC to approve the JSDC 2023 Budget.
- D. Resolution to approve the request from the JSDC for Economic Development Funds for an Internship Program, in the amount of \$52,500, with the City Share to be \$42,000.00 and paid from the City Sales Tax Fund.
- E. Resolution to approve the request from the JSDC for reimbursement of the Center for Economic Development (CED) building loss for 2021 from Economic Development Funds, in the amount of \$3,813.55, with the City Share to be \$3,432.19 (90%) and paid from the City Sales Tax Fund.
- F. Resolution to approve the request from the JSDC for Economic Development Funds for an Automation Incentive Program, in the amount of \$250,000, with the City Share to be \$125,000.00 and paid from the City Sales Tax Fund.
- G. Resolution to approve the request from JSDC to approve the recommended revisions of JSDC Bylaws.
- H. Resolution to approve the plans and specifications and advertise for bids for the Generator for the Main Fire Station.
- I. Resolution to approve the City Engineer and staff work with Ottertail Power Company and contractors, proceed, and authorize the City Engineer to sign and carry out the project.

- J. Resolution to approve 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.
- K. Resolution to approve Payment No. 2 (Inv 08387.08-2), to SRF Consulting Group, Inc., for 2022 Jamestown Planning and Zoning Technical Services, in the amount of \$1,240.48.
- L. Resolution to approve Payment No. 88 (Inv 79660), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$2,397.75.
- M. Resolution to approve Payment No. 3 (Inv 79454), to AE2S, LLC, for Cyber Security Improvements for a total amount of \$95.00.
- N. Resolution to approve Payment No. 2 (Inv 79664), to AE2S, LLC, for Well 9 Emergency PLC Upgrade for a total amount of \$7,410.10.
- O. Resolution to approve Payment No. 1 (Inv 46633), to Interstate Engineering, Inc., for engineering services on Waste Water Treatment Facility Improvements Facility Plan and CWSRF Application, in the amount of \$7,700.00.
- P. Resolution to approve Payment No. 1 (Inv 46635), to Interstate Engineering, Inc., for engineering services on Fire Station Generator Bid, in the amount of \$928.00.
- Q. Resolution to approve Payment No. 1 (Inv46636), to Interstate Engineering, Inc., for engineering services on North West Booster Station, in the amount of \$882.00.
- R. Resolution to approve Payment No. 4 (Inv 46640), to Interstate Engineering, Inc., for engineering services on Water Treatment Building Ceiling Removal and Replacement, in the amount of \$1,665.50.
- S. Resolution to approve Payment No. 4 (Inv 46639), to Interstate Engineering, Inc., for engineering services on Civic Center Roof Removal and Replacement, Area B & D, in the amount of \$1,172.00.
- T. Resolution to approve Payment No. 13 (Inv 46638-FINAL), to Interstate Engineering, Inc., for engineering services on 2021 Watermain Improvements District 21-61, in the amount of \$495.00.
- U. Resolution to approve Payment No. 35 (Inv 46637), to Interstate Engineering, Inc., for engineering services on the Title V Air Quality Permit for Sanitary Landfill, in the amount of \$832.50.
- V. Resolution to approve Payment No. 319 (Inv 46634), in the amount of \$25,286.00, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - (General), in the amount of \$6,670.00;
 - (Streets), in the amount of \$2,823.00;
 - (Sewer), in the amount of \$4,945.00;
 - (Water), in the amount of \$9,073.00;
 - (Solid Waste), in the amount of \$1,495.00;
 - (Storm Water), in the amount of \$280.00.
- 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 March indebtedness in the amount of \$5,515,653.55 consisting of \$558,657.68 payroll and 4,956,995.87 general obligations.

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

Council Member Schloegel moved a Resolution to approve the proposed beverage agreement with Coca-Cola at the Civic Center, beginning May 1, 2022 and expiring on April 30, 2027. Seconded by Council Member Kamlitz. Civic Center Manager Pam Fosse and Assistant City Attorney responded to questions. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a Resolution to approve the proposed agreement with Pictometry International Corp. for the content, services, and software licenses related to orthomosaic and oblique imagery and approve the payment of \$2,100 upon signing. Seconded by Council Member Steele. City Assessor Jamison Veil provided information as requested. John Wenande, EagleView, demonstrated the product as requested by the council members. Wenande agreed to provide a letter agreeing to a 60-day payment period. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved to 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.

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, **had its second reading**. Seconded by Council Member Kamlitz. Assistant City Attorney Geroux provided information. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Ordinance No. 1558, introduced by Council Member Schloegel, to amend and re-enact Section 1-9 pertaining to general penalties, **had its second reading**. Seconded by Council Member Steele. Assistant City Attorney Geroux provided information. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

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, **had its second reading**. Seconded by Council Member Schloegel. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved to place on the May City Council agenda, Ordinance No. 1560 to amend and re-enact Sections 22-17, 22-17.1 and 22-17.2 pertaining to sale of tobacco products as introduced by Council Member Kamlitz. Seconded by Council Member Schloegel. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved to appoint Laurie Podoll to serve as a member of the Forestry Committee for a three year term to expire April 2025. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Kamlitz moved to appoint Council Member Dan Buchanan to serve as a the City Council representative of the Forestry Committee for a three year term to expire April 2025. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Kamlitz moved to appoint Capt. LeRoy Gross to serve as the City employee representative of the Pension Committee for a one year term to expire March 2023. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Steele moved to appoint Council Member Dan Buchanan to serve as the City Council representative of the Pension Committee for a one year term to expire March 2023. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

Council Member Steele moved a Resolution to award the bid for 2022 Seal Coat, Patching, Construction & Reconstruction District 22-41 to Border States Paving, in the amount of \$1,999,839.75. Seconded by Council Member Kamlitz. Engineering Technician Justin Liebig provided information. Roll Call No. 8 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved a Resolution to award the bid for 2022 Sidewalk, Curb & Gutter District 22-11 to LD Concrete, in the amount of \$60,285. Seconded by Council Member Kamlitz. Engineering Technician Tyler Michel provided information. Roll Call No. 9 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a Resolution to award the multiple prime bid for Suspended Ceiling Removal and Replacement Water Treatment Plant Project to general contractor Hillerud Construction in the amount of \$284,826.00, mechanical contractor Manning Mechanical in the amount of \$168,000.00, and electrical contractor Advantage Electrical in the amount of \$79,280, for a total of \$532,106. Seconded by Council Member Steele. Engineering Technician Michel presented information on behalf of the city engineer. Roll Call No. 10 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved to adjourn at 6:01 p.m. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor