

JAMESTOWN CITY COUNCIL
FINAL MEETING, JUNE 28, 2022
OFFICIAL MINUTES

The final meeting of the City Council was called to order by City Council President Buchanan at 4:00 P.M.

The Pledge of Allegiance to the flag was recited.

Roll Call showed the following members present: Council Members Steele, Kamlitz, and Buchanan, Assistant City Attorney Geroux, and City Administrator Hellekson. Absent: Mayor Heinrich and Council Member Schloegel.

Council Member Kamlitz moved to approve the minutes of the regular council meeting, June 6, 2022; budget meetings June 13, and June 15, 2022, and committee meetings June 21 and June 23, 2020. Seconded by Council Member Steele. Unanimous aye vote. Carried.

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

- A. Resolution to approve the request from Ralph Friebe from Recycle North Dakota for a license agreement to use a portion of city right of way on 11th Ave SE across from the current location of 1016 10th Ave SE for employee parking area and authorize the City Attorney to draft the agreement and reimburse City for related costs.
- B. Resolution to approve the request from JSDC for 2022 South Central Dakota Regional Council Dues from Economic Development Funds, in the amount of \$36,458.00, with the City Share to be \$22,969.00 and paid from the City Sales Tax Fund.
- C. Resolution to approve an agreement with the Jamestown Public School District to fund a second School Resource Officer as a new City FTE to provide security, safety and policing resources and services to the School District students and staff, 75% of funding paid by the School District and 25% by the City for wages, benefits, SRO training, uniform, equipment, and vehicle, and direct the City Attorney to draft the agreement.
- D. Resolution to approve the City submit a CDBG Grant application for the 2022 ND CDBG program distribution cycle for the purpose of meeting the health and safety needs of low and very low-income persons by making more affordable housing available, bringing the rehabilitated housing up to a minimum of the Section 8 Housing Quality Standards, or providing CDBG assistance for public works projects.
- E. Resolution to establish the monthly premium rates for the City of Jamestown Employee Group Health Plan for the health insurance fiscal year September 1, 2022, to August 31, 2023, as follows:

	<u>City Share</u>	<u>Employee Share</u>	<u>Total Premium</u>
Single Plan	\$803.00	-0-	\$803.00
Single Plus Dependent	\$1,060.00	\$ 353.00	\$1,413.00
Family Plan	\$1,315.00	\$772.00	\$2,087.00
- F. Resolution to approve Change Order No. 1 to Advantage Electric in the amount of \$1,607.52 for work on Lighting Improvement Project at the Water Treatment Plant.

Seconded by Council Member Steele. Consent Roll Call No. 1 showed: 3 ayes, 0 nays, 2 absent. Carried.

The revenue share provision in the recycling contract failed to be considered.

The advertisement for bids for the purchase of one tractor for the Wastewater Department in the Sewer Fund

will be placed on the July 5, 2022, agenda for consideration.

Council Member Kamlitz moved a Resolution to certify the officers listed below were elected by a majority vote at the 2022 State Primary/City Election all with terms to expire June 2026: Mayor Dwaine Heinrich - 860 Votes; Council Member David Steele - 841 Votes; Municipal Judge Lawrence P. Kropp – 883 Votes; City Park Commissioner Mike Landscoot, 840 Votes; City Park Commissioner Mike Soulis - 870 Votes, and City Park Commissioner Mindi Schmitz – 875 Votes. Seconded by Council Member Steele. Roll Call No. 2 showed: 3 ayes, 0 nays, 2 absent. Carried.

Council Member Kamlitz moved a Resolution to approve the Major Subdivision, Final Plat of Messner/Kartes Addition, within the SE ¼ of Section 23, T140N, R64W, Jamestown, North Dakota. This property is located at 1000 19th St NW. Seconded by Council Member Steele. Roll Call No. 3 showed: 3 ayes 0 nays, 2 absent. Carried.

Council Member Steele moved to adjourn sine die. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

The meeting was adjourned at 4:24 P.M.

ATTEST:

SARAH HELLEKSON
City Administrator

APPROVED:

DAN BUCHANAN
City Council President

JAMESTOWN CITY COUNCIL
ORGANIZATIONAL MEETING, JUNE 28, 2022
OFFICIAL MINUTES

The organizational meeting of the City Council was called to order at 4:24 p.m. by City Council President Buchanan.

Council Member Steele moved to recess until 5:00 p.m. on Tuesday, July 5, 2022. Seconded by Council Member Kamlitz. Roll Call No. 1 showed: 3 ayes, 0 nays, 2 absent. Motion carried.

Council President Buchanan recessed the meeting at 4:25 p.m. on Tuesday, June 28, 2022.

Mayor Heinrich reconvened the meeting at 5:00 p.m. on Tuesday, July 5, 2022.

Leo Ryan, City Attorney administered the oath of office to re-elected Mayor Dwaine Heinrich and re-elected Council Member David Steele.

Roll Call showed the following members present: Mayor Heinrich, Council Members Buchanan, Kamlitz, Schloegel and Steele, City Attorney Ryan, and City Administrator Hellekson.

Council Member Steele nominated Council Member Buchanan to serve as President of the Council. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

Council Member Buchanan nominated Council Member Steele to serve as Vice-President of the Council. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Buchanan moved to appoint Leo Ryan to serve as City Attorney and City Prosecutor for a two-year term to expire June 2024. Seconded by Council Member Steele. Unanimous aye vote. Carried.

Council Member Kamlitz moved to appoint Abbigail Geroux to serve as Assistant City Prosecutor and Assistant City Attorney for a two-year term to expire June 2024. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Steele moved to appoint Tonya Duffy to serve as a Special City Prosecutor for a two-year term to expire June 2024. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

Council Member Kamlitz moved to appoint Council Member Steele to serve on the Jamestown/Stutsman Development Corporation Board for a two-year term to expire June 2024. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Kamlitz moved to appoint Council Member Steele to serve as a City Council representative on the County Zoning Board for a four-year term to expire June 2026. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

Mayor Heinrich made the following Committee Chair re-appointments: Mayor Heinrich as Finance & Legal Committee Chair and as Personnel Committee Chair; Council Member Kamlitz as Building, Planning and Zoning Committee Chair; Council Member Schloegel as Civic Center & Promotion Committee Chair; Council Member Buchanan as Police & Fire Committee Chair; and Council Member Steele as Public Works Committee Chair.

Council Member Kamlitz moved to adjourn. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor